



## **W3RT CVS Consultancy Support**

### **Eligibility Criteria & Guidance Notes**

Grants are available from W3RT CVS for voluntary and community organisations to allow them to undertake work that is beyond the level which is provided by W3RT CVS. Applications will be reviewed, and grants awarded on a first come first served basis until the funding has been awarded.

#### **Eligibility Criteria**

To be eligible for funding from W3RT, organisations must:

- Be based in or operate in Watford or Three Rivers
- Have a UK bank account registered in the organisation's name
- Be a registered charity/Charitable Incorporated Organisations, a Community Interest Company (CIC)/social enterprise, a Community Amateur Sports Club (CASC) or a charitable trust
- A minimum of three trustees/directors, two of whom must be unrelated.

Additionally, organisations should provide details of the following to support their application:

- 1) The reason why the organisation is applying for funding
- 2) How the organisation proposes to spend the funding, if awarded.
- 3) The impact that the funding will have on the organisation, should it be awarded

#### **What can the funding be used for?**

Consultancy Fee Funding can be used for a wide range of purposes and should be to allow organisations to access services beyond the level which is provided by W3RT CVS. For example:

- Financial planning
- Fundraising
- Governance
- Business planning
- Marketing

This is not an exhaustive list and applications will be considered on a case by case basis. However, proposals must not:

- Have a religious or political aim unless there is a benefit for the wider community
- Be for national or international charities because these activities will likely fall outside W3RT's charitable purposes (except where the organisation is local within Watford or Three Rivers).

Additionally, organisations who received funding from W3RT CVS within the last 12 months to engage with consultants will not be considered. This is to ensure that funding is provided to the widest possible range of organisations.

### **How Much Can We Apply For**

Due to the limited nature of this budget and to ensure that funding is provided to a wide range of community groups. All applications are considered on a case-by-case basis and subject to funds being available.

### **Application Process**

- 1) Organisations interesting in applying for funding are required to complete this [form](#) with the following information:
  - a. Details of their organisation
  - b. Details of their proposed consultant (if they have a preferred consultant)
  - c. The purpose of the proposed funding included the impact that the funding will have and the amount required.
- 2) Once an application has been submitted, W3RT CVS will review it and confirm whether the proposal should be funded. If successful, W3RT CVS will email the organisation within five working days to confirm the outcome.
- 3) If the proposal does not meet eligibility criteria, we will include reasons in the email. The email will also include contact details of who organisations can contact should they have any questions about this decision.
- 4) Once a proposal has been approved, W3RT will then produce an agreement detailing the terms for which the funding will be provided and the details of how the funding will be paid. This agreement will then be sent to all parties for approval.
- 5) Once the agreement has been signed by all parties, W3RT CVS will arrange for the funding to be provided as per the terms of the agreement.

If you have any additional questions, please contact the W3RT CVS team via [email](#) or call 07908 209908

### **Reporting Requirements**

Once the work has been concluded by the consultant, and any outcomes achieved, the applying organisation will provide W3RT CVS an update in the form of a testimonial/quote about the impact of the funding provided by W3RT CVS under the agreement.