**Rochdale Communities Fund –
Climate Co-operators Community Fund**

**Guidance Notes**

The Rochdale Communities Fund is a mutual fund to invest in and strengthen Rochdale Borough’s VCFSE sector. It funds groups and projects which directly benefit local people and communities, delivered by VCFSE organisations with roots in the borough.

The Rochdale Communities Fund can support groups to try out a new project or sustain one that already exists. Action Together provides members with development support, training and other infrastructure alongside grant funding.

Thanks to funding from Rochdale Borough Council, Action Together is offering small grants of up to either £2,000 or £5,000 to help the VCFSE sector run projects to raise awareness of Climate Change and deliver activities and events that will benefit individuals and communities.

**The priorities for grant investment**

**Your project must fall within one or more of the following priorities:**

* **Raising Awareness & Education:** Projects that aim to educate the community about renewable energy, active travel, and sustainable ways of living. For example, running workshops, campaigns, sharing educational materials, and community events that debunk myths and promote accurate information about these topics.
* **Planting & Growing:** Projects that focus on making communities greener and enhancing biodiversity. For example, projects that encourage community-led initiatives to plant trees, grow food, create green spaces on small patches of land and grass verges, whilst promoting the benefits of these ideas, such as improving air quality, enhancing mental well-being, and providing habitat for wildlife.
* **Repairing and Re-using:** Projects that encourage a culture of repair, reuse, and waste reduction. For example, running repair shops, repair events, and upcycling workshops that empower community members to extend the lifespan of products, reduce waste and upskill community members.

We encourage applicants to consider how their projects can contribute to multiple positive outcomes, such as saving money, improving health and well-being, fostering community cohesion, and enhancing the local environment.

We also welcome applications from the arts and culture sector that creatively engage with the themes of climate action and sustainability. We’d like to see projects that use artistic expression, storytelling, and cultural activities to raise awareness, inspire action, and create conversation around environmental issues.

We encourage groups to read the [Climate Change Strategies | Rochdale Borough Council](https://www.rochdale.gov.uk/downloads/download/371/climate-change-strategies) document before completing an application to ensure your project aligns with the action plan.

**Grant amount:** Grants of up to £2,000 or £5,000 are available.

Please note, if you are applying for up to £5,000, the application process will be more competitive.

**Deadline:** Sunday 28th July 2024

**What we can fund:**

* Equipment, project resources and running costs
* Staff time and staff and volunteer expenses

Please consider your environmental impact when choosing the resources required for your project.

Please note, we encourage all groups submitting an application form to include your management costs within the budget for your project.

For a clear and simple introduction to calculating the full costs of a project, read the [National Lottery Community Fund’s full cost recovery guidance](https://www.tnlcommunityfund.org.uk/funding/funding-guidance/full-cost-recovery).

**Who is the funding for:**

* you are a voluntary, community, faith and social enterprise (VCFSE) group locally rooted or actively working in the borough of Rochdale; ***and***
* you have a turnover of less than £1,000,000
* you are a member of Action Together CIO (you can register for free to become a member [here](https://www.actiontogether.org.uk/become-member))
* you are formally constituted

To ensure limited funds reach as many groups as possible, there is also a limit on the number of times groups can apply to the Rochdale Communities Fund.

Action Together members can apply to our funding if you have already received funding through the Rochdale Communities Fund as long as:

* The applications are for different projects, or you can show the project needs to continue
* You have submitted all monitoring for previous projects
* You are in contact with your Community Development Worker
* You have not already received a grant from the categories above the one you are applying for (i.e. a small grant and you’re applying for a micro grant)

**Decision making process:**

Grant decisions will be made by the Climate Co-operators group. Decisions will be made once the fund has closed for applications, and decisions will be made within August. You may be asked for further information or to redevelop aspects of your proposal.

All applications must be sent to hayley.tomlinson@actiontogether.org.uk and you will receive the decision via email.

Please note:

* We will only accept applications from organisations who have completed monitoring for any previous funds received from Action Together.  If you have any queries about monitoring please email hayley.tomlinson@actiontogether.org.uk
* Action Together is an accredited Living Wage Funder. This means we encourage organisations that employ staff to become an accredited [Living Wage Employer.](https://www.livingwage.org.uk/become-a-living-wage-employer)

If you are successful:

Monitoring:

At the end of your project, we will ask you to fill out a monitoring form to tell us:

* The story of your project
* How many people benefitted
* Any other plans you have for your community following the project
* Photos, feedback sheets, promotional materials or anything else relevant to the project.

Our Community Development Workers will check in with you during the project and can help you plan how you want to share the impact and success of your project.

**Completing the application form**

* Please ensure that ALL boxes on the application form are completed.
* When completing your budget, please clearly evidence how you have arrived at your costings and use exact figures.
* Please ensure you include information in your application about how you will measure the impact and success of your project.
* If you have any queries about the application form or application process, please contact Hayley Tomlinson on 0161 339 2345.
* Please note, we can only accept one application per organisation.

**Please note that the Rochdale Community Fund is ongoing therefore our approach will be under constant review. If there are any changes, these will be communicated appropriately.**