

Hammersmith and Fulham Third Sector Investment Fund

Frequently Asked Questions

Updated 11 September 2024

Introduction

1. What is the Third Sector Investment Fund (3SIF)?

H&F is making up to £2.6m of grant funding available for local groups. The funding aims to strengthen support for our Voluntary and Community Sector (VCS) to better support residents. The new grants will be for the period of 1 April 2025 to 31 March 2028, with the potential for a further one-year extension. Existing 3SIF grant agreements will end on 31 March 2025. [Our webpage](#) provides more information about the purpose of the fund.

Key dates

2. Where and when can I apply?

Applications should be submitted via our online portal. You must register and create an account before you can begin your application [here](#). Applications opened on 8 August 2024 and will close at 09:00 (9am) on Tuesday 1 October 2024. No applications will be accepted after this time.

3. When will I know the outcome of my application?

Applicants will be notified of the outcome in January 2025.

4. What period does this funding cover?

The funding period is 1 April 2025 until 31 March 2028, with the potential for one-year further extension. Applicants can apply for one, two or three years of funding. Each year of funding for 3SIF (1 April to 31 March) will need to be approved as part of the council's annual budget process. Any changes to funding will be communicated to organisations that are awarded a grant.

Scope for this Third Sector Investment Fund

5. What types of organisations can apply for funding?

Organisations that apply for funding must be registered not-for-profit organisations that have a presence in the borough. Full eligibility details are set out in section one of our application form, which can be accessed through our webpage [here](#).

6. What types of services can 3SIF fund?

We have not provided a list of services that we will fund. Instead, we have developed a set of outcomes that are focused on delivering benefits to residents. We are asking local groups to put forward proposals for services, projects or activities that can deliver these outcomes under seven priorities. The full set of outcomes for the fund are [here](#).

You will be asked in your application to tell us which outcome(s) and priority your service will cover.

7. What types of services will 3SIF not fund?

We do not wish to fund services that duplicate existing provision, whether statutory, commissioned or existing third sector provision. You will need to decide whether your proposal duplicates services already provided in the borough.

8. Do organisations currently funded by the Third Sector Investment Fund need to apply?

All existing grant agreements under the current fund will end on 31 March 2025. If organisational wish to be funded from 1 April 2025, they will need to apply, and demonstrate how they can deliver the new outcomes set for this funding round.

9. Is there a limit to the amount of funding or number of applications an organisation can apply for?

There is no set limit to the amount of funding or number of applications an organisation can apply for, but we expect all applications to demonstrate value for money. The total amount of funding available for all new awards is up to £2.6m. Our intention is to fund grants in all seven of our priority areas, subject to receiving satisfactory applications.

10. Will successful organisations get all the full funding they applied for?

A decision may be made to offer full or partial funding, which will depend on many factors. This will depend on the overall number of good and strong applications received, whether an application is considered to provide value for money and deliver the outcomes we are seeking, and the overall funding available.

11. Can the fund be used to support children who attend school in H&F but live elsewhere, usually in neighbouring boroughs?

The purpose of the fund is to directly support residents of H&F, including children. This should be the primary focus of applications. We acknowledge that there may be unique circumstances where it may be impractical to exclude non-H&F residents from benefiting from the proposed project, service or activity. You should disclose as much information as you can in your application on the total estimated number of beneficiaries of the project, service or activity, and the proportion of these that will be non-H&F residents, if that is the case.

12. What is the scope for supporting families and children who are not residing in the borough for the entire duration of the fund (2025-2028)?

We want organisations to come forward with the best length of time for their project, service or activity, which may mean that you apply for less than three years' worth of funding. The fund is not intended to support people living outside of the borough, and it would be hoped those residents will be supported by equivalent schemes in their respective borough.

13. Can the fund be used to cover capital expenditure?

Yes. Capital expenditure is one of the budget lines in the application form's expenditure breakdown.

14. Can the fund be used to cover overhead costs including staff?

The fund can be used for reasonable overhead costs including management time and property costs, so long as they directly relate to the project, service or activity. This may mean that the fund pays for a proportion of overhead costs, and other funding covers the rest. It will depend on the circumstances of each project, service or activity.

15. Can we include partners in our application?

We are not anticipating consortium applications, but it may be that certain projects, services or activities will need to involve partners.

16. Can religious or political organisations apply?

We will ask you to confirm that you are not applying for funding to provide services or activities that are religious or political in nature, and do not promote religious or political affiliation. Faith groups can apply, but not for activities related to worship or the promotion of a particular faith.

17. Are prisoners in HMP Wormwood Scrubs considered to be H&F residents, for the purposes of 3SIF applications?

Yes, we can confirm that prisoners at HMP Wormwood Scrubs are considered to be residents for applications received to this fund. Applications for projects with a focus on prisoners' health, wellbeing, and re-integration, for instance, will be considered.

Considerations when completing your application

18. Is there a limit to the number of applications an organisation can make?

There is no limit to the number of applications that an organisation can make.

19. Can more than one person work on the application at the same time?

No. The application form will only be linked to one account, and therefore can only be worked on by one person. We recommend having one person to lead completion of the application for your organisation. The form will not work correctly if more than one login is detected.

20. Is there a minimum/ maximum number of outcomes or priorities we need to deliver?

Applications will need to demonstrate that they will deliver at least one outcome as set out in the [Grant Outcomes and Criteria](#) document. However, there is no maximum number. The amount of funding which you can apply for does not depend on the number of outcomes or priorities covered by your application. Remember, you will need to

provide sufficient detail in your application about how you will deliver each outcome you select.

21. How long will the application form take to complete?

The application form asks for a full explanation of your proposed service, project or activity, together with details about your organisation. The form will take some time to complete, and we recommend starting as early as possible. You can save your application and complete it in more than one sitting. We recommend having your articles of association, annual accounts and budget plans available before starting your application.

22. How much detail should be included in the application?

We will assess each application only based on what is included in the application. So please provide a good level of detail to ensure that your application clearly explains the service, project or activity that you will provide, how you will use the funds, and how the service you are proposing will deliver the outcomes we are seeking. We have provided more space in the application form in some sections, where we expect your answers to be more detailed.

23. We are a London Living Wage employer – but don't have accreditation yet.

We know that some organisations will be LLW employers but won't have the official accreditation from the Living Wage Foundation. That's fine. There are various points in the application in which you are invited to provide further information, so please let us know if this is the case for you.

What happens next if an application is approved

24. How will grants be monitored and what are the funding tiers?

- Tier 1 is for grants under £10,000 (which can be applied for all year round via the Small Grants Fund [here](#)).
- Tier 2 is for grants between £10,000 and £34,999.99.
- Tier 3 is for grants of £35,000 and above.

Monitoring expectations and performance targets will be clearly set out as part of the grant agreements which successful applicants will need to agree and sign. You should expect that higher awards will come with enhanced monitoring and reporting requirements. This is likely to include site visits, monitoring meetings, and quarterly reporting against an agreed set of measures.

25. What is the Small Grants Fund?

For organisation seeking grant funding of less than £10,000, please apply instead to the Small Grants Fund [here](#) (which is open year-round).

Further information

26. Where can I learn more?

We have various resources to provide you with all the information you need:

- [Guidance Document](#). This provides guidance to support you in how to complete your application form.
- [Grant Outcomes and Criteria](#). This sets out our priorities for the grant funding, and the outcomes that we are seeking. You will need to identify which priority and outcome(s) you are seeking to deliver in your application form.
- [Information Sessions](#). We are running several online information sessions (via Microsoft Teams) in August and September.
- [Our webpage](#) provides an overview of information relating to the Third Sector Investment Fund and links through to other resources.
- You can also email your queries to us at: cit@lbhf.gov.uk