

# Living Essentials 2024 Grants Round

We are launching a new round of Living Essentials Funding, building on the previous Cost of Living Fund, we hope to have approx. **£200,000** available to award in grants.

Grants will be made to support charitable organisations that are helping people with unaffordable essentials such as homelessness, food insecurity and warmth as well as debt advice.

Last year, 35 organisations received a share of £260,000 from the Cost of Living Fund

**Amounts available £1,000 - £10,000**

**Income Threshold:** Applicant organisations must have an income under **£500,000** per year. 10% of grant funds are ring-fenced for grants to organisations with an income under **£50,000** per year.

## **Desired outcomes for this grants round:**

The Living

Essentials Fund will help charitable organisations to provide crucial ongoing support to people in Oxfordshire, working together to ensure people have the basics needed for living a stable and safe life.

The Living

Essentials Fund will support charitable organisations that are helping people with unaffordable essentials such as homelessness, food insecurity and warmth as well as debt advice.

## **We are seeking grant proposals which deliver these outcomes:**

- Preventative solutions that help individuals build financial stability
- Support for community resilience, including mitigating summer heat or autumn/winter cold
- Basic services for those in crisis to prevent them slipping into greater need
- Schemes that improve home comfort and efficiency and address housing insecurity.

## Beneficiaries

We are looking to support those who are already disadvantaged. This list is not exhaustive, but examples include those on low incomes, isolated older people, minoritised ethnic groups, people with mental and physical health challenges, asylum seekers or recent migrants, and people with a nomadic lifestyle, such as Gypsy, Traveller and Roma.

## Preferred geography

Circa **90%** of beneficiaries **must** be in Oxfordshire.

We encourage applications from across Oxfordshire's diverse communities and geographies, and we particularly welcome applications from communities that have not previously accessed OCF funding opportunities.

### **Types of schemes we would like to see:**

The following are examples of the types of activities we are looking to see in applications. However, we welcome applications for activities beyond these.

- Debt advice, benefit and practical advice, particularly around reducing energy or housing costs
- Drop-in centres, including thermally comfortable spaces, lunch clubs, social clubs and family support groups
- Practical advice on keeping homes a comfortable temperature (cool in summer or warm in winter)
- Food and meal distribution, clothing and accommodation

### **Types of Costs:**

- Costs incurred from grant award (19th December 2024) until 18th November 2025
- Ongoing running costs, including full cost recovery
- Project costs
- Capital costs
- Promotional costs

Please ensure you have understood the types of costs we can fund before proceeding.

### **External requests for any of the following are not eligible for our funding:**

- Costs which have already been incurred (before 19th December 2024)
- Contributions to general appeals or circulars

- Activities where the primary benefit is the advancement of religion
- Activities where the primary benefit is to enable a public body to conduct its statutory obligations
- Activities where the primary benefit is the advancement of animal welfare
- Activities which have already taken place (before 19th December 2024)
- Grant-making or equivalent gifts in kind by other organisations (although we can fund provision of necessary goods for a service e.g. food parcels or activity packs)
- Applications from privately owned and profit-distributing companies or partnerships.
- Individuals
- National charities (or financially integrated branches)
- Public bodies or statutory organisations (including parish/town councils) however Parent Teacher Associations or 'Friends of...' organisations may apply provided they meet the criteria above and the funding will be used for activities outside the statutory curriculum e.g. family wellbeing.

All information on eligibility and desired outcomes can be found on the **guidance document**, please read this before proceeding. (insert Link Here)

#### **Dates and timings:**

- Grants round opens – **7th October**

- Grants round closes – **Midday on 4th November**
- Funding decisions announced – **w/c 23rd December**
- Successful applicants provide required financial and governance evidence – by **19th January 2025**
- Grants paid – by **31st January** (contingent on financial and governance evidence being received and due diligence being completed)

In addition, we are offering these advice sessions to answer any questions you may have about the grants round and your application – no need to register:

- Tuesday 15th October 2 - 3.30pm [Join the Zoom meeting\\_](#)( add link)
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Physical drop-in session at the OCF office:

Pop in to meet the team and ask any questions you may have about your application.

- Tuesday 22nd October, 5pm – 6.30pm. [Find us](#) at 3 Woodin's Way, Oxford, OX1 1HD. We are located a 5-minute walk from the Westgate shopping centre, Gloucester Green bus station and Oxford train station.

#### **Other sources of information:**

- Click here for our FAQ document [HERE](#)
- Example of a good application [HERE](#)
- Full list of questions required for this application here (add link)
- Please read full eligibility in our grants policy here ( add link)

Email \*

[claire.hughes@oxfordshire.org](mailto:claire.hughes@oxfordshire.org)

After reading the guidance document, can you confirm you are eligible to apply? \*

- Yes
- No. [If 'no', please do not proceed with the application.]

**Charity/organisation details**

Please complete the information below

Name of charity/organisation \*

Test

Address of your organisation \*

Teat

Organisation Website (if applicable)

Main Contact Name \*

Test

Job Title \*

Test

Contact Telephone No. \*

000000000

Organisation Start Date \*

DD MM YYYY

07 / 10 / 2022

We are a: \*

- Registered Charity
- A Community Interest Company (CIC)
- Company Limited by Guarantee
- Unincorporated Club or Association
- Community Benefit Society
- Charitable Incorporated Organisation

If other please state below:

.....

Company Number (if applicable)

.....

Charity Number (if applicable)

.....

What was your income in the last financial year? \*

1234

.....

Please provide a postcode which represents the geographic area you will benefit \*  
(e.g. OX1, OX12 etc.)

Ox22

## Your Organisation's Work

Please give us details of the work you do, why it is so important, and how you are having an impact.

Please describe the overall aims and objectives of your organisation and the activities or services your organisation provides. \*

Test

To help us understand the difference you make, please tell us how you have helped an individual in the past and the change your organisation has made to their life. This should be anonymised. \*

Test

## Your grant application

### Funding request \*

What does your organisation need this funding for? (Select all that apply)

Project costs

Core costs

Capital costs

**Requested funds:** how much are you applying for? \*

1000

**Breakdown of amount requested** (please provide further details of how you will spend the money. You can forward budgets, including spreadsheets to [ocf@oxfordshire.org](mailto:ocf@oxfordshire.org)) \*

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**Funding Start Date** (what costs will you have from grant award from 19th December 2024 onwards?) \*

DD MM YYYY

31 / 12 / 2024

**Funding End Date** \*

DD MM YYYY

31 / 12 / 2025

**Funding Purpose:** How will you spend this grant to deliver one or more of the 'desired outcomes' outlined in the grant criteria? Please include what activities (if applicable) you intend to deliver, and why you think they will lead to the desired outcome i.e. a positive change: \*

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**Which one of these outcomes will the funding meet: \***

Please choose which outcomes your funding will meet

- Preventative solutions that help individuals build financial stability
- Support for community resilience, including mitigating summer heat or autumn/winter cold
- Basic services for those in crisis to prevent them slipping into greater need
- Schemes that improve home comfort and efficiency and address housing insecurity

**Future plans: Monitoring and Targets** What does success look like to you?

Grant recipients are required to submit a grant report detailing the delivery of their grant. The report will include demographic data about beneficiaries.

In addition we want you to tell us what success looks like to you - Please propose an outcome and indicator that are relevant to you and that you will be able to report on. This will help us analyse the potential impact of your application and, for successful applicants, it will go into the grant agreement. Bear in mind that some indicators will require that you collect the information from the beneficiaries, probably by survey or questionnaire.

**Outcomes:** Please set 1 outcome you will deliver if you receive funding. An outcome is the result or change caused by the funding, usually the benefits that individuals or groups receive from your activities. E.g.: young people experience better mental health [by attending weekly sessions].

**Indicators:** For each outcome you should propose at least one indicator. An indicator is something measurable which can track whether your intended outcome has happened. E.g.: the number of young people who report better mental health after 1 year of participation.

Madison Community Foundation has a useful explanation of this kind of measurement: <https://www.madisongives.org/nonprofits/measuring-outcomes>

**Outcome 1 \***

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Indicator 1 \*

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### Further Information and Consent

Are you awaiting a decision for any other fund? \*

Yes

No

If Yes please describe below

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Would you accept part funding? \*

Yes

No

**Please read the terms and conditions below carefully \***

We agree OCF may share this application with members of the OCF grants panel and their assessors

We agree OCF may share this application with potential donors

**Supporting Documents:** Please note we are not requesting documents to be attached to this application but will ask for these should your application be awarded funding. Please confirm that these documents would be available to be submitted.

Bank statement in the name of the organisation dated within the last three months showing the name of the organisation, the sort code and the account number \*

Yes

Signed Child Protection/Vulnerable Adults Policy \*

Yes

Signed annual report and accounts plus proof of income and expenditure covering 12 months Successful applicants will be required to supply audited accounts of the most recent financial year. If the most recent year is not yet available, management accounts or income/expenditure document will be accepted.' i.e., reporting on data at least up to September 2024. \*

Yes

Signed set of rules, terms of reference or constitution \*

Yes

Contact details for all trustees and/or management committee members with cheque/bank signatories (at least two) identified who must not be family members (address, email and phone number) \*

Yes

A signed grant agreement, provided by OCF to release funds \*

Yes

I confirm we have three Trustees, Directors or Committee Members ( as relevant to our organisational structure) that are not related to each other \*

Yes

I confirm that our reserves are expected to be a minimum of three months' running costs, and I understand that if they are more than 12 months an explanation will be requested. \*

Yes

Grant recipients will be required to provide an end of year grant report on the delivery of their grant. This report must include demographic data about beneficiaries and also a summary of responses to the questionnaire set out in the guidance. Additionally, we will invite grant recipients to report on successes and challenges, lessons learned and stories of change. Please confirm that you have reviewed the information provided in our guidance document and are content with the requirements of the end of year grant report. \*

Yes

## Further Information

After you submit your application it will be reviewed thoughtfully by two Assessors before our grants panel meeting.

If you need any help or have questions, please don't hesitate to email us at [ocf@oxfordshire.org](mailto:ocf@oxfordshire.org). We truly appreciate your interest and are here to support you. For more information on OCF, please refer to [our website](#).

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