Volunteering Wales

Strategic Grant Round 2022/23

Contents

INTRODUCTION

This year's Volunteering Wales Strategic grant will build on the work carried out in the initial pilot. Projects will work to unlock the potential for further embedding and/or upscaling of co-ordinated volunteering. Grant requests are welcome for projects up to 12 months with a value of between **£50,000-£100,000**.

During the pandemic we have seen some excellent examples of where the voluntary sector has worked in partnership with the public and private sectors to meet identified needs at a time of crisis.

In addition, the pandemic and the consequences from it mean that there is a continuing need for new partnerships and ways of working with volunteers that can be developed to help meet identified needs.

We welcome applications from projects that will actively include or work for the benefit of asylum seekers and refugees.

GRANT AIM
This fund will enable a small number (3-5) strategic investments to build on and learn from the new or enhanced approaches/initiatives for volunteering across Wales. Enabling the progress that has been made during the pandemic to be further explored and 'hard wired' into ongoing work.

GRANT OBJECTIVES
Unlocking the strategic potential of volunteering over the longer term by:
- Identify the strategic need and explore new volunteering opportunities or remove barriers to volunteering;
- Explore partnerships within and between the third, private and public sector;
- Support the upscaling of strategic infrastructure and volunteer organisation to embed emerging good practise;
- Undertake thorough learning around equality and inclusion in volunteering and how this impacts communities and their engagement;
- Strengthen partnerships;
- Lever further investment both financial and non-financial.

High quality proposals are welcome for any type of volunteering activity, but particularly from the following areas as priority:
- Equality and diversity
- Climate change
- Health and social care
- Unlocking the potential of private and public sectors
- Young people and education
- Welsh Language and cultural activities
- Refugees and asylum seekers

ELIGIBILITY CRITERIA

- Ahead of submitting an application, you should speak to a named WCVA member of staff or a named member of the Third Sector Support Team at Welsh Government (see below). This will ensure that your activity is in keeping with the grant aims. As part of the application you will need to give the name of the staff member you liaised with. Applications where no prior contact has been made, will not be put forward to the panel.

  Please contact a team member you may have previously discussed your project with:

Staff member	Job title	Email
Sian Baker Maurice	Volunteering Grant Scheme Development Manager	sbakermaurice@wcva.cymru
Fiona Liddell	Helpforce Wales Manager	fliddell@wcva.cymru
Michiel Blees	Volunteering Wales Manager	mblees@wcva.cymru
Natalie Zhivkova	Volunteering Policy Officer	nzhivkova@wcva.cymru
Catherine Miller	Head of Grants and Environment	cmiller@wcva.cymru
Welsh Government	The Third Sector Support Team	thirdsectorqueries@gov.wales

- Your organisation is focused on taking the next steps with your strategic volunteering activity, looking to build on lessons learned to date to further evaluate and strengthen your approach. E.g. increasing scale, extending partnerships, clarifying leadership and accountability or building a stronger infrastructure of support.

- Your organisation has an annual income over £250,000 (this can be averaged over the past three years) and the level of grant requested must not comprise more than 20% of your annual income.

- You are an incorporated organisation with at least two years of operation

- You are able to provide letters of support from potential/existing partners and/or letters of support from relevant leadership/strategic/partnership boards/working groups.

- Applications are welcomed from all sectors.

- Partnership applications are encouraged, but projects do not necessarily need to be collaborative.

- Ability to be delivered in the specified timeline.

- CVCs can be named partners in applications, but cannot be the lead applicant.

- Previous recipients can apply for this round, but for activities that are the next stage/building upon the work previously funded.

WHAT CANNOT BE FUNDED

- Grants will not be awarded retrospectively i.e., for costs already incurred prior to the receipt of the grant offer letter and signed terms and conditions.
- Where there are other Welsh Government grants available for specific activities, it is expected that they will be accessed where possible.
- Proselytising activities

APPLICATION PROCESS

The application process is split into two stages for applicants.

Stage 1: application

The first part of the application will be where you provide details of your organisation, including policies, recent accounts and contact details.
The rest of the application is where the project will be described in detail.

Once the application is submitted the Grants team will review the application against the eligibility criteria and assess answers against the grant aim and objectives. You may be contacted to provide additional detail, supporting information/documents if these are missing.

Applications will be quality checked prior to final recommendations made to the Volunteering Wales Board.

Stage 2: Volunteering Wales board*

All applications that pass the eligibility checks will be referred to the Volunteering Wales Board. The Board will decide which applications to fund. They may also make recommendations of partial funding where appropriate / according to the funding available.

Once the Chair has signed off the final decision, outcome letters will be sent to all applicants.

---

*The **Volunteering Wales Board** provide strategic direction and overview to the grant scheme, support the appraisal and awarding of grants and review the performance of projects. The Board is comprised of members of WCVA's Board and members drawn from the Welsh volunteering community.

REGISTERING WITH MAP

In order to apply to the Volunteering Wales Grants, you will need to register with WCVA's Multipurpose Application Portal (MAP). If you have previously registered with MAP, you can log in by entering your username and password on the home screen.

Organisations can register by visiting the website: map.wcva.cymru

Once you have registered with MAP you will be able to apply for any funding opportunities administered by WCVA.

APPLICATION - ELIGIBILITY CHECK PROCESS

Please review the following information ahead of applying to the grant round. Only applications from organisations which can demonstrate meeting the basic criteria will be taken to full assessment:

1) Ensure basic criteria are met:
   - Incorporated for a minimum of 2 years
   - Income over £250,000 (as an average of 3 previous financial years where applicable) and the level of grant requested must not comprise more than 20% of your annual income
   - Objectives (at least one) of the fund are met

2) Evidence provided that the organisation is focused on the next steps with their strategic volunteering activity, looking to increase scale, partnerships, strategy and organisation. Examples of **evidence** that must support the described purpose and plan could include:
   - A volunteering strategy
   - Organisation's five year strategy or annual plan
   - Minutes from senior management meetings
   - Planning documents/records/minutes/agreements with partners
   - Reference to area of activity in local/regional partnership strategies eg RPBs, PSBs, Local Resilience Fora etc

3) Any identified partners must have provided a letter of support/intent. Letters of support must be clearly linked back to the described activity and not support for the organisation activities in general.

4) If specific partners are not yet identified as this activity is to "Identify the strategic need and explore new volunteering opportunities" then relevant leadership/strategic/partnership boards/working groups have provided letters of support/intention to engage. E.g. Public Service Boards, Regional Partnership Boards, Health Boards, Local Resilience fora. These must specifically relate back to the activity described and not a general letter of support for the organisation's overall activities.

5) Please note: Priority will be given to applications working in the identified priority areas.

WHAT DOCUMENTS DO I NEED TO SUPPLY?

The application will require you to submit documents online in the form of a scanned PDF.

You will be required to submit organisation specific documents however if your organisation does not currently have finalised versions of any of the policies you can contact your local CVC for support (directory found here). It may not make your application ineligible; however, we would expect to see policies in development prior to award:

- Volunteering Policy

- Governing document

- Equal opportunities policy

- Environmental policy

- Welsh language policy

- Data protection policy (which demonstrates GDPR compliance)

- Safeguarding policy (Safeguarding policies must be fit for purpose. If on review updates/amendments need to be made you will be notified. **No application will be recommended to panel with an insufficient Safeguarding policy**) see guidance: https://thirdsectorsupport.wales/resources/safeguarding-policy-guidance/

- A copy of a recent bank statement (within the last 3 months)

- Latest set of full audited accounts

- Latest set of draft accounts (if audited accounts are older than 12 months old OR Management accounts (if audited accounts are older than 12 months old)

- A project financial profile (this will need to be completed on the mandatory WCVA template)

WHAT WILL BE ASKED AS PART OF THE APPLICATION FORM
(your application must be submitted via [MAP](#)):

1) **All proposals will need to provide a project plan which outlines what the purpose of the funding request is and how it will be achieved, this should include:**

   - **50 word 'elevator pitch' which describes in a very simple way what your project will achieve**
   - **The aim(s) and objectives of the project**
   - **How the aim and objectives will be achieved; what will be measured in order to demonstrate this**
   - **Describe how this activity will be resourced – creation of unsustainable temporary roles should be avoided where possible**
   - **Key risks and mitigating measures**
   - **Brief timeline of activities**

- Depending on the nature of the activity you wish to deliver, possible areas for consideration may include the following. This is a non-exhaustive list and we welcome all project ideas which meet the aims of the scheme:
  - identify areas/need for intervention (does it have wider potential impact)
  - test and explore assumptions
  - establishment of a theory of change
  - identify and work in key partnerships
  - effective evaluation and feedback of existing activities, or activities scaled up via this funding. **Please note evaluation of VWG main grant activity is not eligible as a standalone activity.**

2) Who are your partners/stakeholders for this activity?
- Possible areas for consideration:
  - Accountability and leadership – how will the project be led and governed at a strategic and/or operational level?
  - Are these established strategic/operational partnerships and/or is the application supported by potential partners?
  - Specific roles and responsibilities of each partner including lead applicant – consider the systems in place, including partnership agreements and key inputs from each partner

3) What will be the impact of your activity?
- Possible areas for consideration:
    - Expected outcomes and impact within the lifetime of the project and beyond.
    - If your aim and objectives are achieved what does this mean for your beneficiaries and key stakeholders in the long-term?
    - How will the evaluation of impact be conducted?
    - How will the evaluation of impact inform your next steps?

4) Budget
- Things to consider:
    - This is for predominantly revenue costs, but small items of capital costs (max £5,000) will be considered if essential to the delivery of the project
    - The budget clearly links back to the described activities
    - Costs should be proportionate to the scale of the activity
    - Proportional consideration should be given to an evaluation and dissemination of lessons learned. Any monitoring and evaluation activity should be carried out throughout the project's lifetime, with findings presented within three months of project closure.

IMPORTANT DATES

Launch date: 17 May 2022

Closing date: 07 August 2022

Outcome of grant application: 13 August 2022

Earliest project start date: 14 September 2022

Latest project end date: 30 September 2023