



## **The Association of Jersey Charities Grants Programme**

### **A bit about our grants programme...**

The Association makes grants to charitable organisations operating in Jersey, currently funded from its own resources (accumulated from private donations and investment returns) and from the Jersey share of the profits of the Channel Islands Lottery.

Members of the Association have access to grants from all its general funds, while registered charities which are not members have access solely to Lottery funds and specific private donations where they are named as beneficiaries.

Members and non-members are subject to the same application and assessment process when applying for a grant from either the Association's own resources or Lottery funds. We call these our "general grants" and this guidance note explains how to apply for such a grant, what it can be used for and what the Association needs to see in your application.

### **What can I apply for?**

You can apply for grants for staff costs; to purchase items of equipment or services such as web development; to undertake small projects such as refurbishment of premises or for contributions towards the cost of large projects such as constructing a building or extension.

The current maximum available is £30,000 per applicant per financial year (1 April to 31 March).

### **Are there items you will not fund?**

Yes. Our constitution only allows us to provide grants from our own funds where the primary beneficiaries of the grant or the organisation receiving the grant are located in Jersey. There is also a specific restriction on the use of Lottery profits which can only be awarded to charities operating in Jersey. Accordingly, we cannot fund any overseas projects.

In addition, we do not provide grants for:

- General fundraising campaigns, sponsorship or appeals
- Use by the applicant in its own grant programme
- Individuals

- Staff costs if the person is not employed by or seconded to the organisation requesting the grant
- Start up and general overhead costs

Further, if an organisation is predominantly funded by Government or another statutory or similar body, any application would have to explain the rationale for seeking additional financial support. Finally, the Association considers the financial sustainability of the organisations it supports. Therefore it will not usually provide grants for more than three consecutive years if it appears that an organisation has become dependent on Association funding.

### **Do you support particular causes or sectors?**

The Association does not allocate funds to any particular cause or sector and assesses all applications on their merits. It requests sector information for analysis purposes only.

### **How does the Association assess applications?**

Overall, applications are assessed based on need. There are two aspects to this:

- (i) the need for what the organisation does in general and specifically the need for the item which grant funding is for. This is assessed by reviewing the answers to questions on the application form – for example, where there is apparent duplication with another charity, your application should address that point.
- (ii) the financial need of the organisation. This is assessed by considering whether the organisation could cover the cost from its own resources rather than through grant funding.

There are some basic questions on the application form which ask for information about what you want the grant for – these are specific to the request. For example, a job description if applying for staff costs.

Other questions help us assess the merits of the application. For example, is it clear how the grant will support the organisation's objectives and has consideration been given to expected outcomes? There is room on the form to provide other information if you believe it would help us.

We will consider your track record – in delivering the services your organisation offers and in complying with any conditions attached to previous grants from the Association.

We also assess your governance procedures. For example, are financial statements produced on a timely and consistent basis; is the board of governors independent and suitably experienced. Our preference is for a board to comprise at least three independent members, and for decisions to be taken by a quorum of three.

We strongly encourage collaboration within the sector and with other community organisations and expect applicants to explore such options before applying for grant funding.

### **Anything else I should know before applying?**

We issue guidance on grant-related topics from time to time. These are also found in the 'Grants' section of our website. We strongly advise potential applicants to review the 'Guidance on Reserves' in advance of applying in order to answer the questions in the application form.

You should also check the 'Supporting Information Guidance' as this explains what we need by way of quotes and financial information.

### **Reporting**

All successful applicants must provide us with a project completion report once their grant has been paid in full and, if awarded funding from the Lottery, publicise the fact in accordance with the "How to Acknowledge Your Award" guidance on our website.

### **How do I apply?**

Go to our application portal at <https://ajc.smartsimpleuk.com> and get started! If it is the first time you or your organisation has used the portal, you will have to register. Just follow the simple on-screen instructions. Once you are in the system, you will see which funding options are available to you.

Of course, if you have any questions, you can always reach us via our [Contact](#) page.