The Dewar Charitable Trust Bury Fund

Guidance for Applicants

Grants of up to £5000 for up to three years to support Bury VCSE groups support women out of poverty and into employment.

Who can apply?

Applicants must be constituted as a voluntary, community or social enterprise (VCSE) organisation You must also:

- Be based in Bury OR have a proven strong track record of delivery in Bury
- Have an organisational Bank Account with 2 signatories who are not related to each other OR have a supporting organisation that can provide a holding account
- Be fully up to date with grant reporting to Bury VCFA
- Are not currently holding a grant from The Dewar Charitable Trust
- Have the relevant safeguarding policies in place
- Be able to submit a fully completed application by the 29th of November 2026

About The Dewar Charitable Trust

This funding has been provided by The Dewar Charitable Trust (charity number: 519249). The trust was established in the late 60s as part of the legacy of Sarah McCelland Dewar to provide financial assistance to the widows or daughters of men who lived in Bury and worked professionally within the church, law or medicine.

The trustees with approval from the Charity Comission broadened the scope of their work in 2026 to enable the “prevention and relief of poverty amongst women and girls in Bury”, resulting in the creation of this grant funding programme.

About this funding

This funding round is focused on three areas supporting women and girls around key life moments and transitions to address long term poverty as well as immediate hardship.

Best Start in Life

Support for mothers and families with a focus on reducing the practical impacts of financial hardship during pregnancy, early years and childhood. Projects should demonstrate how their activities will help reduce the immediate impacts of poverty and improve outcomes for women and families, which may include:

- Provision of essential items for babies, children and families, including nappies, toiletries, sanitary products and clothing.
- Access to furniture and equipment such as cots, beds, prams, sterilisers and other essential household items.
- Giving out school uniforms, clothing and back-to-school support.

- Targeted support and practical initiatives for families experiencing poverty, including asylum seekers, refugees and other vulnerable groups.

Income Maximisation & Financial Resilience

This funding theme supports women experiencing financial hardship to increase their income, improve financial wellbeing and build long-term resilience. It recognises that women, particularly mothers, unpaid carers and those on low incomes, can face additional financial pressures ***as well as*** barriers to accessing advice and support. We are seeking projects that help women to:

- Access the benefits, grants and financial support they are entitled to.
- Address debt, arrears and other financial challenges.
- Improve confidence in managing money and engaging with financial systems.
- Develop the knowledge and skills needed to make informed financial decisions.
- Reduce household costs via projects increasing knowledge of energy-saving initiatives, food budgeting or cookery skills.

Pathways to Work, Skills & Training

This area aims to address the root causes of poverty by helping women increase their confidence, skills and opportunities to access sustainable employment, training or self-employment. Priority may be given to projects supporting women who face additional barriers in entering or returning to the labour market, including unpaid carers, survivors of abuse, women from minoritised communities and those experiencing long-term unemployment. Examples of eligible activities include:

- Confidence-building and personal development programmes.
- Employability support, including CV development, interview preparation and job-search skills.
- Accredited and non-accredited training opportunities.
- Digital inclusion and digital skills development.
- English language (ESOL) provision.
- Enterprise, self-employment and micro-business support.
- Mentoring, coaching and peer support.
- Practical measures that remove/reduce barriers to participation, such as childcare, transport costs, equipment, clothing or learning materials.

Does your project have to only support women and girls?

Due to the trusts charitable objectives projects must primarily target and benefit women and girls. However, we recognise that support delivered to women and girls may also have positive impacts on wider family members, including children, partners and other dependants. Applications should clearly demonstrate that women and girls are the main intended beneficiaries and focus of the funded activity.

How much can you apply for?

Individual organisations can apply for up to £5000 per annum for three years (£15,000).

How many organisations will be successful?

We have a funding pot of around £50,000 per annum, so we anticipate funding around 10 projects. This is a new funding round but comparing this to similar funding programmes we have delivered, submitted bids had a success rate of around 50%.

Is there anything I can't apply for?

There are a few things that can't be funded. These include –

- The direct payment of money to individuals, projects should instead link individuals to other sources of welfare support where appropriate
- Activities that have already taken place
- Contributions to major appeals or general appeals
- Any activities promoting political or religious beliefs
- Any activities where there is a statutory duty to undertake them or where another source has funded them.
- The purchase of alcohol
- Projects that take place as part of the school curriculum/lesson time.
- Day trips and excursions, unless you can provide evidence of a significant impact on the lives of individuals in line with the funding objectives
- Large capital appeals, including building works and minibuses
- Fines, financial penalties, debts or organisational liabilities.
- Applications that do not align with the three key areas outlined in the 'about this funding' section.

What policies / other documentation are required?

All organisations will be expected to have the following policies in place at the time of application:
a) Public Liability Insurance
b) Risk assessments
…and if applicable to project activities:
c) Safeguarding Adults policy
d) Safeguarding Children policy

We expect all organisations to have relevant policies in place at the time of application. Please note that Public Liability Insurance costs can form an element of your bid. If you need advice or support on developing policies, see the 'What support is available to applicants?' section below.

Please note: If your project involves working with children or vulnerable adults you **must** submit a copy of the Safeguarding Policy with your application.

What support is available to applicants?

Support with your application
If you have any questions or concerns about completing the application form, or you would like to discuss your application with a member of the team please contact grants@buryvcfa.org.uk

Wider development support
The Bury VCFA Capacity Building Team provides practical support to VCSE organisations with developing policies, accessing volunteers, and accessing wider funding. For further information, visit our website at: www.buryvcfa.org.uk/funding-and-development .

You can also contact the team via - fundinganddevelopment@buryvcfa.org.uk / **0161 518 5550**

How to apply

Organisations that wish to apply will need to complete the application form and submit it by email to grants@buryvcfa.org.uk

When is the closing date for applications?

The fund will close to applications on **29th of November 2026**

How will applications be assessed?

Upon receipt of applications, Bury VCFA will conduct several eligibility checks. All eligible applications will be independently and anonymously scored by The Dewar Charitable Trust Board of Trustees. No Bury VCFA Staff are involved in the process, we chair and facilitate but do not have a vote.

The assessment panel will meet to agree on the awards and provide feedback to unsuccessful applicants.

When will we hear the outcome?

All applicants will be informed by email within 8 weeks of the closing date. Unsuccessful applicants will be provided with a summary of feedback from the assessment panel.

If successful, when will we receive the grant?

On receipt of an offer letter from Bury VCFA, organisations will be given the money within 28 working days of the award letter.

For organisations that have not received a grant from Bury VCFA before (or changed bank account since their last award) we will also require proof of bank details, for example a scan or photo of a bank statement or paying-in slip. Payment will not be made until this is completed.

On receipt of these documents, Bury VCFA will then issue the grant by bank transfer. The full grant amount will be paid upfront.

How long will we have to spend the grant?

Grants will be issued annually. At the end of each delivery year there will be a reporting point for organisations to report their impact and delivery of the project before receiving further payments. The maximum life of a programme is three years.

What are the reporting requirements?

All projects will be required to submit annual reports as well as an end of programme report at the end of the funding. Reports will capture the difference you are making in the local community including your self-defined outcomes and the number of local participants. Alongside this, we require you to provide at least one case study per year which includes either photos, quotes or videos.

Funding is released annually and failure to provide appropriate monitoring may result in year 2 or year 3 funding being withheld or withdrawn at the discretion to The Dewar Charitable Trust.

You are not expected to provide receipts with your monitoring. However, we reserve the right to complete a financial audit of your grant, which includes checking evidence of spend, which could include receipts. We will be conducting interim monitoring visits on a number of projects.

Whilst we hope the project is incredibly successful, we encourage groups to be innovative, recognising that this involves taking risks. In the event of a project not delivering what was hoped, we still want to capture learning and support from your organisation. Therefore, please ensure you contact us as soon as possible to discuss any issues with your project.

Any further questions?

Please contact the Bury VCFA Grants Team by phone **0161 518 5550 or email** **grants@buryvcfa.org.uk**

Completing Application Form

About your organisation

Question 1) – Please give the full name of your organisation – no abbreviations.

Question 2) – Please give the registered address of your organisation. If you don't have a registered address, please provide the address of your Chair.

Question 3) – Please give your organisation's turnover for the last full financial year.

Question 4) – Please tell us how your organisation is constituted. Examples are provided below:

- Unincorporated Association or Community Group
- Company Limited by Guarantee
- Registered Charity
- Charitable Incorporated Organisation
- Community Interest Company
- Community Benefit Society
- Cooperative Society
- Other (give details)

Please note:

- All organisations must be not-for-private-profit
- Companies Limited by Guarantee must have an 'asset lock' to prevent the transfer of assets to individuals
- Some charities will also be a company limited by guarantee
- PTAs / Parent Teacher Associations are only eligible if they fall into one of the categories above.

Question 5) – Please give your organisation number (i.e. registered with the Charity Commission or Companies House). Please note that unincorporated organisations / community groups will not have an organisation number.

Contact Information

Question 6) – Please give the name of the lead contact for this application/project. They will be the primary point of contact for all matters relating to this application and the project if successful.

Payment details

Question 7) – Please provide details of your organisation's bank account (account name, number and sort code). The name of the account should match your organisational name.

Question 8) – We expect all organisations to have relevant policies in place at the time of application. Please note that Public Liability Insurance costs can form an

element of your bid. If you need advice or support on developing policies, please see the 'What support is available to applicants?' section above.

Please note that you **must** submit copies of the following documents along with your application if you work with children or vulnerable adults:

- Safeguarding Adults Policy (only if applicable to your project)
- Safeguarding Children Policy (only if applicable to your project)

Question 9) – Please give your project a memorable name. This helps us identify your project should your application be successful.

Question 10) – Please give a brief description of your project that sums up what you plan to do (100 words max). This may be used in our publicity to publicise the award.

Question 11) – Please give your proposed project start and finish dates. Realistically, the earliest that projects can commence is January 2027 with the first round of annual reporting due in February 2028.

Question 12) – Please provide the main area you plan to deliver your project, even if you plan to attract residents from other areas. Only use 'boroughwide' if you have no delivery venue. The following cover the main areas.

Areas	**Wards**
North Bury	Elton North Manor Ramsbottom Tottington
East Bury	Bury East Moorside Redvales
Whitefield	Besses Pilkington Park Unsworth
Bury West / Radcliffe	Bury West Radcliffe East Radcliffe North and Ainsworth Radcliffe West
Prestwich	Sedgley Park St Marys Holyrood

Question 13) – Please tell us if this project is new, existing, or expanding and growing. By 'new,' we mean a project that has never happened before. By 'existing', we mean a project that is currently happening or has recently finished that would be continued with this grant. By 'expanding and growing,' we mean an existing project that would be scaled up with this grant, regarding the number of activities or residents involved. It may also mean a project reaching a new group of residents.

Question 14a) – Please tick the priorities of the grant you plan to cover with your project. You can tick more than one, but please focus on the main one.

Question 14b) – How does your project recognise and respond to the specific needs of women and girls? Whilst we recognise that support delivered to womens and girls may also have positive impacts on wider family members, including children, partners and other dependants. Applications should clearly demonstrate that women and girls are the main intended beneficiaries and focus of the funded activity.

Question 15) – What do you want to do? Please provide practical details about the activities or events you plan to deliver. Please describe:

- What activities or events will you deliver (number and duration)
- Who will be responsible for planning and delivering the project
- Timescales and key milestones
- Any partners you are working with
- In practical terms what will this grant pay for

Question 16) – One of the key reasons this funding exists is to support groups and organisations in responding to what matters to people in your local community. You know there is a need for this project, but this section asks how do you know? What evidence have you collected from the community? You might have gathered feedback from your members or people who use your services, had group discussions with your local community, or noticed a gap because of increasing demand for what you offer or the requests you have been getting.

Question 17) – How will you reach people and encourage them to take part? There are a range of reasons that stop different groups of people from connecting with their local community – how will you overcome them? Do you have links with other organisations to help you reach your target audience, or will you use social media, word of mouth or other ways to reach them? If you have any experience with working in communities how does this help? Or anything else you feel is important?

Question 18) – The most important part of the application! What will success look like for you and your group? What difference will this project make to people or the community you support? How will you measure/know? What can you share with us?

Measuring success can be done in lots of ways. The table below shows you some examples:

Outcome	**Measure**	**Evidence**
Women feel more confident about approaching employment or volunteering	Number of people attending your sessions. Increased Confidence. Number of people applying for roles / jobs	Registers, photos or recordings Participant survey (beginning and end of your project) Quotes / Case Studies

Improved CV's and digital skills	Number of people attending your sessions Learning Outcomes Increased Confidence	Registers, photos or recordings Tracking people completing specific tasks – e.g. updated CVs, registering on job search sites etc. Participant survey (beginning and end of your project) Quotes / Case Studies
Income maximisation – working carers	Number of people attending your sessions. Financial benefit to families	Registers Case studies / feedback

Ultimately, we need evidence of what you have done with the funding and the difference it has made for this grant. In the monitoring form, we would also like to know any key learnings from your group or organisation—what went well? What would you do differently in the future?

We may also select your project for a monitoring visit (in person or remotely) to assess its progress and determine whether you need any support.

As these grants come from public money, you are required to keep receipts for all project spending after your project is completed. We undertake a number of spot audits each year, and you may be asked to provide evidence of your spending. Your monitoring is important. It helps us demonstrate how these grants and investments make a real difference to groups and local residents. We also report back to funders and wider partners to secure investment for the future.

Question 19) – Please give an overview of what the money will be used on by describing each item and breaking down your calculation so we can see how you've arrived at the cost for each item. See some examples below.

Item	Breakdown of calculations	Year 1 Cost	Year 2 Cost	Year 3 Cost	Total cost
Elton Community Centre	@£20/hr x 2hr x 24 weeks	£960	£960	£960	£2880
Sessional Staff	2hrs/wk @£25ph (inc oncosts) x 24 weeks. Plus 3% cost of living increase per annum	£1200	£1236	£1273	£3709

Refreshements	Tea,coffee and soft drinks £1 x 12 participants x 24 weeks	£288	£288	£288	£288
Resources	Digital skills training booklets - 4 course of 12 participants – 48 @£10 each	£480	£480	£480	£480

Important: If successful, it will be your responsibility to ensure that all spending is evidenced and does not exceed the limits set out in this guidance.

Please note we do check budgets, including sources of matchfunding, using Bury VCFA systems and published grant data such as 360 giving.

Please attach

Please confirm you are attaching relevant safeguarding policies if applicable to project activities.

Declaration

Please confirm that you have read the **Terms and Conditions** of this grant by giving the name and role of the lead applicant.