**Conversation 2 Cash**

**Information for applicants**

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| **Remember:**  **Support is available to find out more and apply.**  **If you would like any help, contact us using the details below.** |

### **What is Conversation 2 Cash (C2C)?**

Conversations 2 Cash (C2C) is a new mini grants and mentoring programme to support VCSE groups in North Manchester.

Groups can apply for support to grow their knowledge, skills and confidence and receive money for their organisation.

A number of experienced mentors will work with groups for up to 6 months. Mentors will offer up to 1.5 days of support to each group to help develop good practice. If needed, Macc’s organisational development workers will provided additional support as part of the same programme.

When this is completed in agreement with the mentor, groups will get a £2,000 grant that can be used for anything that contributes to the development of your organisation and/or activities for local people, building on all of the brilliant and varied things that your group does.

From 28th September 2020 the programme will be open to 12 groups. We plan to run a second round in September 2021 to another 12 groups.

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### **What is the aim of the support?**

Conversation 2 Cash is designed for groups that have **governance** related support needs. It is not designed to tackle all of a group’s support needs but it will help groups to make significant progress on one or two areas as agreed with the mentor.

#### **What do we mean by Governance?**

Put simply, governance is the term for all the systems and processes an organisation uses to manage itself. Good governance is what helps your group to:

* act legally and to meet any other relevant regulations
* create a safe culture for any staff, volunteers and any children or adults your group works with
* use money wisely
* make sure everything work towards fulfilling your group’s vision and aims
* record what decisions are made and why
* involve the right people in decision making

#### The aim of the development support is for groups to:

* Have a clear view of their strengths and weaknesses and a clear action plan to address the most important needs.
* Have the appropriate administration and management in place that is fit for purpose
* Have written policies and procedures and understand how to use these
* Understand their roles and responsibilities
* Understand how to manage money safely and how to put this into practice
* Understand how to keep people who use their activities safe
* Collect, store and use people’s personal information appropriately

### **Who can apply?**

C2C development support and grants are aimed at:

* Groups that feel they need support with improving their eligibility for funding (mentors won’t work with you on funding applications but improving your governance should put you in a stronger position for future funding applications)
* Groups that would benefit from development and need support around and management and who need support to make their organisations more secure
* Groups who deliver good projects (and/or services) that benefit the communities in north Manchester

You will need to demonstrate the following:

* Groups that have identified some development needs e.g:
  + Governing document needs updating
  + Structure/legal structure needed/needs to change
  + Work needed to make the organisation safer (e.g. basic policies and procedures, clear roles and understanding importance of governance)
  + Accountable andtransparentclear system and checks for managing money
* Groups that can commit to 6 months development and support and can complete actions in their own time
* Groups must be based and working in one or more of the North Manchester wards: Ardwick & Beswick, Charlestown, Cheetham, Clayton & Openshaw, Crumpsall, Harpurhey, Miles Platting & Newton Heath and Moston.
* Groups must be not-for-profit
* A minimum 12 months track record of being constituted, with a bank account and delivering services and/or activities in North Manchester
* A minimum of 3 people on the committee/board

#### **What if you’re oversubscribed?**

We would love to work with as many groups as possible but have to manage this within funding and support that we have available. If we receive a lot of applications we will use the following criteria to help us with making our decisions, in order of priority:

* Groups that are not currently funded by Manchester City Council
* Support for BAME groups
* How much we can cover different areas across North Manchester
* Groups with low income (below £100k per year however assessment of applications will prioritise lower income groups)

Please bear in mind that decisions made on applications will be final and groups will not be able to appeal.

**Who are the mentors?**

Conversation 2 Cash is supported by 5 mentors, all with extensive experience of working in North Manchester and the voluntary sector:

**Adrian Ball** has been the Chief Executive of Manchester Settlement for almost 6 years. Manchester Settlement is a multi service charity that focuses upon creating cycles of community change in North Manchester. Adrian leads teams that provide services in areas as diverse as Supported Housing for young people, Nursery and Childcare Services, Family Support and Community Health and Wellbeing from a busy integrated community hub in Openshaw.

Adrian has worked as senior manager the third sector for upwards 25 years. He has a postgraduate diploma in Voluntary Sector Management, and holds additional responsibility as chair of a small community (environmental) organisation, and is Vice Chair of Action Together.

**Claire Evans** is the Chief Executive at 4CT which is a general youth and community charity that manages 4 community buildings and has supported many more in Manchester and further afield. Claire has managed VCSE organisations for 25+ years with experience in youth and play services, health and well-being, quality assurance, facilities management, governance, safeguarding and health and safety. In addition to her paid role she is a trustee of a football charity and chair of a youth charity.

**Donna Miller** is Associate Director of policy and development at BHA for Equality which is a health equality charity that delivers health education/promotion and disease prevention programmes targeted at black and other minority groups. Donna has a background in equality having worked in that field for 28 years in both the public and private sector and has also had a role in supporting community groups with fundraising and development.

**Richard Marsh** is CEO of The Manchester Youth Zone he has experience of large and small organisations being a founding Trustee of Nightsafe in Blackburn in 1992 he was also Head of Partnership development for The Prince’s Trust working across the UK for 12 years . He has knowledge of funding and programme delivery and is presently a Trustee of Blackburn Community Sports Club providing Football for 420 young people each week.

**Sinéad O’Connor** is the Chief Executive of Cheetham Hill Advice Centre. Sinéad has worked in the community and voluntary sector for over twenty years. Sinéad has worked for small community groups, citywide charities and national organisations. Sinéad has been a volunteer and a trustee as well as being a paid member of staff in the community and voluntary sector. Sinéad’s work has focused on multiple and complex needs, including mental health, housing, arts, complex adults, children and young people, anti-poverty approaches and work within the LGBTQ+ community. Sinéad also currently volunteers as a facilitator of Manchester Poverty Truth Commission.

#### **Can I choose my mentor?**

In the application questionnaire applicants can name their first and second choice of mentor. It may not be possible to match everybody and if we can’t meet your first or second choice we will contact you to agree an alternative.

### **How will the grants be awarded?**

* The cash grant of £2,000 - will be awarded to groups who actively engage with the development support Mentors and Development Workers and make progress
* Groups will be recommended to receive the grant by their Mentor but Mentors will not make the final funding decisions
* Funding decisions will be made by the Our Manchester Funds Programme Team
* The actual grant of £2,000 will be administered by the Our Manchester Funds Programme Team, Manchester City Council on the basis that the group has completed a simple feedback form and signed an agreement for the funding to be spent appropriately

### **What can the grants be used for?**

* Grants can be used for activities that further the objectives outlined in your governing document. In practical terms this could include contributing to existing projects, running costs, developmental activities, etc.
* There is no time limit for when the grant has to be spent.

### **Key dates:**

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| **September 2020** | * Open for applications - 28th Sept |
| **October 2020** | * Close for applications - 30th Oct 12noon (midday) (gives 5 weeks to apply)   **Applications received after this time will not be eligible.** |
| **November 2020** | * Decision making and mentors allocated to groups * All decisions communicated by Fri 27th Nov |
| **December 2020 / January 2021** | * Meet with your mentor to:   + Complete an organisational healthcheck   + Agree your development plan |
| **By May / June 2021** | * Review plan with your mentor * Complete application for £2k activity grant, subject to mentor sign-off |
| **By June / July 2021** | * Grant decisions made by Our Manchester Funds Programme Team (MCC) * Grants issued |

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

If your group meets the criteria and you would like to apply you can:

1. download the application form from [Macc’s website](https://manchestercommunitycentral.org/support-groups/north-manchester-together).
2. email [omfunds@manchester.gov.uk](mailto:omfunds@manchester.gov.uk)
3. ring a member of the Our Manchester Funds programme team on 07940 724 581.

The team will be able to:

* Email you the application form
* Book a conversation slot for someone to help you fill in the application form or write down your information for you on the form in your own words.
* Advise you on how you can use videos to answer application questions (but we are not able create, edit or support you with making the videos)