

Guidance for the VCF Sector

Covid-19 Special Edition, 12th May 2020.



Who is this guidance for?

This edition covers resources and grants we are aware of at this point in time. We are working hard every day to keep updated with the latest information. If you know of funding opportunities or resources available for the VCF sector, please contact the Strategy Team at Surrey County Council, Strategyteam@surreycc.gov.uk.

This edition is aimed at the voluntary, community and faith sector (VCFS), however we have also included some information for individuals and businesses. The VCFS can also find more information regarding financial assistance including the [Community Foundation for Surrey](#) who are offering small grants (up to £5k) for VCFS organisations.

Help and support available during Coronavirus for residents and businesses can be found [here](#).

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Or visit the Surrey County Council Coronavirus website [here](#)

1. Guidance for volunteers

I. Guidance for volunteers to keep safe to ensure that they are not at risk from Covid-19 through volunteering.

Surrey County Council has put together guidance for volunteers to ensure that they are not putting themselves, or others, at risk from Covid-19 through volunteering. It is in two parts, a checklist 'before you volunteer today' and when you are volunteering, guidance to protect you and others. This guidance also includes social distancing and Personal Protective Equipment (PPE) whilst volunteering. It can be read [here](#).

The government has also issued guidelines on how best to volunteer safely. Please see [here](#) for this information.

II. Safe handling of money.

If organisations are supporting residents who are isolated due to the coronavirus, then at some point you may need someone to get supplies on their behalf. If you do need to accept money from someone who is vulnerable or is isolating, then it will be at the residents and volunteers' risk, but there are some ideas for how to minimise these risks.

Please see the advice from Sobus [here](#) which outlines how to manage different types of payments safely on behalf of residents.

III. Safeguarding training and tips

North Tyneside Voluntary Organisations Development Agency (VODA) has created a library of videos each addressing a different topic about supporting volunteers during the crisis and ensuring volunteers are working safely.

Please see the animations here:

- [Supporting Volunteers](#) - aimed primarily at informal volunteering groups.
- [Staying Safe When Volunteering](#)
- [Safeguarding Tips](#)
- [Telephone Befriending Advice](#)

IV. Be vigilant against coronavirus scams

Please be extra vigilant and wary of scams related to coronavirus and aware of scammers who are trying to take advantage of the coronavirus pandemic. Those of us considered elderly, over 70, vulnerable or with underlying health conditions have been told to self-isolate, but self-isolation and staying indoors doesn't stop fraudsters and scammers.

Surrey County Council has produced information about who to contact if you think you have been scammed including calling the police on 101 as well as top tips to avoid getting tricked out of your money. Trading standards are aware of scams but if you think you have been scammed then call

the police on 101. To report a complaint relating to a coronavirus scam you can contact Trading Standards by email trading.standards@surreycc.gov.uk.

Please find the information [here](#) and top tips [here](#).

Buckinghamshire and Surrey Trading Standards business advice service remains open. We have suspended the need to register for advice.

Please just get in touch with us Monday to Friday 9am to 5pm. Tel: 0300 123 2329 or email business.advice@surreycc.gov.uk

Friends Against Scams have published advice on how to keep safe from scammers during the current pandemic including top tips on how to prevent doorstep crime, online scams, refund scams, counterfeit goods, telephone scams, donation scams and loan sharks.

Please find the information [here](#).

V. Getting you started as a Community Response Volunteer

The NHS and the Royal Voluntary Service have published guidance outlining how you can support the NHS during this challenging time. If this is applicable to you and your volunteers, please read through and understand the content so that people can be helped effectively and safely.

Please find the information [here](#) via the GoodSam website.

2. Guidance for VCFS organisations

I. Your organisation and coronavirus

National Council for Voluntary Organisations (NCVO) have produced resources and guidance aimed at charities, voluntary organisations and volunteers during the Covid-19 pandemic. This includes guidance on how to help you protect your staff, volunteers and beneficiaries, and plan for financial and other impacts on your organisation.

Please find the information [here](#) as well as guidance for:

- [New procurement guidance: implications for charities](#)
- [Coronavirus and governance: what charity trustees need to think about](#)
- [Coronavirus and charity funding](#)
- A free [webinar](#) hosted with Bates Wells Solicitors covering key coronavirus legal issues for charities explained.
- [Advice for Trustees regarding meetings and annual returns](#) via Civil Society
- [Guidance for the Charity Sector](#) via the Charity Commission.

Please ensure that you are following the most up to date guidance available on the [government website](#). You can also find information on the NCVO website on how to stay safe whilst working from home and [preventing the spread of Covid-19](#).

II. Digital Skills

There are free digital resources for VCF organisations to ensure there is enough digital support across the sector during social distancing. NCVO has made membership free to all organisations during the current pandemic and have guidance on [how to conduct events, board meetings and AGM's](#) as well as guidance for:

- [Remote working via Civil Society](#)
- [Considerations when working from home via Zurich](#)
- [Digital guidance and support for charities via Catalyst](#)
- [Guide specifically for remote meeting via CAST](#)
- [Free one hour of digital guidance for charities via Digital Candle](#)

NCVO has suspended training but are conducting workshops and training sessions remotely. Please see [here](#) for further information or contact them [here](#).

III. Guidance on how to involve and manage volunteers.

The NCVO has also made their member-only resources free to everyone because of the current situation. This includes their advice on how to involve and manage volunteers during the coronavirus outbreak. Advice includes:

- [How volunteers can make a difference](#)

- [Redirecting them if you cannot take on any more](#)
- [How volunteers are affected by the lockdown](#)
- [Volunteers in key worker roles](#)
- [Volunteer expenses](#)
- [Paying for goods or services](#)
- [Data protection](#)
- [Spotting and reporting scams](#)
- [Volunteers responding to coronavirus](#)

There is also a free HR helpline run by the NCVO trusted supplier Croner that is now available for all voluntary sector organisations. When calling please state the name of your organisation. The number is 0844 561 8133 and please see [here](#) for more information.

IV. Assessing and managing risk including safeguarding

Volunteering matters has produced guidance regarding how to assess and manage risk including templates. They also have a quick guide regarding background checks and DBS checks to ensure that volunteers are volunteering safely with your organisation. Please see [here](#) for more information.

The government has also produced a safeguarding and a DBS factsheet. Please see [here](#) for more information.

V. GDPR, Data Sharing and Covid-19

The Information Commissioners Office have published guidance about how communities and VCF organisations can handle sensitive personal information and share it with others during Covid-19 whilst taking into account data protection law.

Please see [here](#) for more information.

VI. Insurance and volunteering

Community resilience activities are very low risk and are unlikely to put volunteers or the public in any danger. Depending on what your volunteers are doing, you should check that they have the insurance cover they need in order to carry out activities with confidence. If you are in doubt always check with your insurer. These FAQs should help you and further information can be found [here](#) via the Surrey County Council website.

ABI motor and home insurance have also published guidance reassuring people that its motor insurance is offering enhanced help and support to all their customers who may be affected by the impact of coronavirus. **This includes not needing to contact your car insurance provider if you are a volunteer helping the fight against coronavirus.**

Please find the information [here](#).

VII. Mutual Aid and community support: how volunteers are getting involved.

Covid-19 Mutual Aid UK is a group of volunteers supporting local community groups organising mutual aid throughout the Covid-19 outbreak in the UK. The basic idea is to coordinate care efforts

for people who are self-isolating, especially if they are part of a more at-risk demographic including the elderly, disabled and people with pre-existing health issues. [Please find the information here.](#)

The NCVO published case studies of Mutual Aid groups from across the country guidance including how they help set up groups, what they did and how it is going so far. You may find this useful when responding to your own community needs. Please find the information [here](#)

VIII. Printable and digital assets for VCF organisations

There are accessible formats available such as easy read and some information in other languages. Surrey County Council has also produced materials such as posters and flyers that can be printed off, or digital assets that can be used on social media, for use in your community to publicise our Surrey Coronavirus public information campaign.

Please find the general resources [here](#) along with social media assets, Facebook, Instagram, Twitter. Please find the accessible formats [here](#).

IX. Rapid discharge from hospitals guidance

A very quick response is needed by the sector to support the rapid discharge of patients but also in providing ongoing support to those who may still be recovering. Please see [here](#) for government guidance which sets out how health and care systems and providers should be changing their discharging arrangements and the provision of community support during the coronavirus pandemic.

X. Faith Communities and Coronavirus

The Inter Faith Network have gathered information and good practice to providing support and advice as part of supporting and strengthening inter faith understanding and good inter faith relations in the UK. They have issued guidance on Covid-19.

Please see [here](#) for more information.

3. Guidance for new volunteer groups



This guidance is for new informal community groups that have been set up in response to the Covid-19 outbreak. Volunteering with these community groups will be classed as a **personal arrangement**.

Please also draw on the guidance in the other sections of this document as you may also find this useful, particularly 'Guidance for volunteers to keep safe to ensure that they are not at risk from Covid-19 through volunteering' on page 4 as well as government guidance for volunteering.

I. Covid-19 - Guidance on Running a Volunteer Community Group

Pembrokeshire County Council have put together a guidance booklet for **new** informal community **groups** that have set up in response to the COVID-19 outbreak. This [booklet](#) contains information around general advice on running your group, how to reach out to your community, supporting volunteers, managing money and keeping people safe.

II. NCVO

NCVO has a resource page to help you decide what steps you or community group need to take in light of the spread of the coronavirus outbreak. Please see [here](#) to access the resource page.

III. GOV.UK.

On the gov.uk website you will find a 'Safeguarding Factsheet: Community volunteers during Covid-19 outbreak' designed to address specific concerns that people involved in supporting their community may have at this time. Please see [here](#) to access this information.

IV. Voluntary Support North Surrey.

Voluntary Support North Surrey have put together guidance for those who are part of a emerging voluntary group providing practical help and good to relieve isolation during Covid-19. Please see [here](#) to access the resource page.

4. Government funding opportunities and initiatives

I. Covid-19 Self-employment Income Support Scheme

The Chancellor has announced a scheme to support the UK's self-employed through the Covid-19 outbreak that will see the self-employed receive up to £2,500 per month in grants for at least three months.

Those who are eligible will receive grants worth 80% of their average monthly trading profit over the last three years. This covers 95% of people who receive the majority of their income from self-employment.

The [scheme](#) will cover the three months to May 2020. Grants will be paid in a single lump instalment covering all three months and will start to be paid at the beginning of June. Applicants cannot apply for this scheme yet. HMRC will contact those who are eligible in due course and invite them to apply online.

II. Department for Business, Energy & Industrial Strategy - Business Support Finder Tool

A new '[support finder](#)' tool will help businesses and self-employed people across the UK to quickly and easily determine what financial support is available to them during the coronavirus pandemic.

The finder tool will ask business owners to fill out a simple online questionnaire, which can take minutes to complete, and they will then be directed to a list of all the financial support they may be eligible for.

This online questionnaire takes just minutes to complete and will quickly signpost a business to the loans, grants or other schemes they could be eligible for.

More details on support for businesses can be found on the [coronavirus business support hub](#).

III. Department for Digital, Culture, Media and Sport - Emergency Funding for Community Radio Stations

The Government has announced that the Ofcom-administered [Community Radio Fund](#) will be used to provide a lifeline for radio stations hit hardest by the coronavirus/COVID-19. Relevant stations will be invited to bid for emergency grants through Ofcom to help meet their core costs.

A total of £400,000 is available in 2020. There is no limit to how much can be applied for. However, applicants should only apply for what is really needed and should consider which payments could be deferred.

Applications will be accepted from 4th May 2020 until 5pm on 11th May 2020.

IV. Department for Education - Covid-19 Adoption Support Fund Scheme to Help Vulnerable Families

Up to £8 million in [funding](#) for adoptive families to meet needs arising from coronavirus. Adoptive families will be offered emergency support including online counselling and couples' therapy as the Government expands the scope of the Adoption Support Fund to meet needs arising from the outbreak of coronavirus (COVID-19).

The £8 million fund can be used by local authorities and regional adoption agencies to pay for activities such as virtual peer to peer support, access to helplines, couples' therapy and online counselling, given the social distancing measures that have been brought in by the Government to protect the NHS and save lives.

The therapies available through the COVID-19 Adoption Support Fund will be delivered alongside those already offered by the Fund, such as music activities, play therapy and family support sessions. The Fund will be flexible so that local authorities and regional adoption agencies have discretion to spend their share of the money on the support that adoptive families in their areas need most at this time.

The funding aims to help fill gaps in provision caused by the impact of COVID-19, including where local authority staff are unable to attend work due to sickness or self-isolation.

V. Department for Environment, Food and Rural Affairs (Defra) - COVID-19 Emergency Surplus Food Grants

Food redistribution organisations across England are to benefit from £3.25 million of government [funding](#) to help them cut food waste and redistribute up to 14,000 tonnes of surplus stock during the coronavirus (COVID-19) outbreak.

The Fund will operate over three phases, with applications invited under phases 2 and 3 now being invited.

- Phase 1: WRAP has approached a target list of small redistribution organisations who have previously applied to the fund to ascertain their immediate need for potential funding support
- Phase 2 provides funding opportunities for small surplus food redistributors – closing date 4th June 2020
- Phase 3 is aimed at medium-to-larger operators – closing date 21st May 2020

The aim of the grant is to assist surplus food redistributors in overcoming challenges that they are currently facing in obtaining surplus food from food businesses (such as retailers and food manufacturers) and distributing this to people in need or those considered vulnerable. The grant can be used to fund both capital and revenue costs associated with redistribution activities such as:

- Access to surplus food through logistical collections
- Sorting, storing, freezing, labelling / repackaging food; and
- Onward distribution of food to charities or end beneficiaries

Phase 2 email: Surplusgrant2@wrap.org.uk

Phase 3 email: SurplusGrant3@wrap.org.uk

VI. Department of Health and Social Care - Coronavirus Mental Health Response Fund

A £5 million funding pot has been made available to enable England-based mental health organisations from the voluntary and community sector to deal with the increase in need for their services arising from the coronavirus crisis. The fund is being administered by MIND.

Organisations can apply for [funding](#) to:

- Scale up existing activities
- Adapt existing activities
- Introduce new activities

Two sizes of grants are available (organisations can only apply for one grant, regardless of grant size):

- Small grants of up to £20,000
- Large grants of up to £50,000
- The minimum grant available is £5,000.

For organisations applying for work across at least three English regions grants of up to £100,000 will be considered. A total of £5 million will be awarded in grants, and it is expected that around 70 large grants and up to 50 small grants will be awarded.

Registered charities, Community Interest Companies (CICs), Charitable Incorporated Organisations (CIOs) or Companies Limited by Guarantee, are eligible types of applicant. Depending on the level of demand, priority may be given to organisations that:

- Are in greater financial risk from the impact of the coronavirus pandemic due to a reliance on trading or community fundraising income streams
- Have limited reserves, putting them at greater financial risk
- Have already taken a number of steps to address the risks posed to their organisation, such as putting certain projects on hold, repurposing unrestricted funding to scale up day-to-day operations, taking additional cost saving approaches to essential activity

Applications are accepted on an ongoing basis until the funding pot is allocated.

Tel: 020 8519 2122 Email: networkinvestment@mind.org.uk

VII. Extra School Funding and Support to Help Manage Coronavirus

Government has recently announced that it will make extra funding available for schools to cover unforeseen additional costs incurred, including cleaning and keeping schools open over Easter. The additional [funding](#) for schools will be available on top of core funding allocations that will be paid as normal to schools for the 2020-21 financial year. It will cover specific costs incurred as a result of the coronavirus outbreak, where schools are unable to meet these from their existing resources.

The specific costs schools can claim for are:

- Additional cleaning required due to confirmed or suspected coronavirus cases
- Increased premises related costs needed to keep schools open during holidays; and
- Support for free school meals for eligible children who are not attending school, where those costs are not covered by the national voucher scheme.

Government has also published a list of [resources](#) that parents and schools can consider to support education at home.

VIII. Government Announces £750 million Pot for Frontline Charities

Charities across the UK will receive a £750 million [package](#) of support to ensure they can continue their vital work during the coronavirus outbreak.

As part of a UK-wide package of support, £360 million will be directly allocated by government departments to charities providing key services and supporting vulnerable people during the crisis.

As well as this, £370 million for small and medium-sized charities, including through a grant to the National Lottery Community Fund for those in England, will support those organisations at the heart of local communities which are making a big difference during the outbreak, including those delivering food, essential medicines and providing financial advice.

The Chancellor also announced the Government will match fund whatever the public decides to donate to the BBC's Big Night In charity appeal on 23rd April, starting with a contribution of at least £20 million to the National Emergencies Trust appeal.

This builds on previous announcements to support charities and businesses, including deferring their VAT bills, paying no business rates for their shops next year, and furloughing staff where possible with the Government paying 80% of their wages.

Departments will now work at pace to identify priority recipients, with the aim for charities to receive money in the coming weeks. The application system for the National Lottery Community Fund grant pot is expected to be operational within a similar period of time.

IX. Ministry of Housing, Communities & Local Government - Government Pledges Extra £1.6 billion for Councils

Ministry of Housing Councils across England will receive a further £1.6 billion to help them to deal with the immediate impacts of coronavirus. This extra £1.6 billion takes the total given to councils to help their communities through this crisis to over £3.2 billion of additional financial support.

The [funding](#) will mean councils can continue to provide essential services and support to those who need it most. This includes getting rough sleepers off the street, supporting new shielding programmes for clinically extremely vulnerable people and assistance for public health workforce and fire and rescue services.

The funding will also mean councils can provide vital services including adult social care and children's services. This announcement follows an initial £1.6 billion given to councils last month which supported the work they have done to free up vital hospital beds and deliver essential supplies to the vulnerable.

X. Charities Commission

The Charities Commission is non-ministerial department that register and regulate charities in England and Wales, to ensure that the public can support charities with confidence. They are an independent, non-ministerial government department accountable to Parliament.

As registrar, they are responsible for maintaining an accurate and up-to-date register of charities; including deciding whether organisations are charitable and should be registered. They also remove charities that are not considered to be charitable, no longer exist or do not operate.

The latest information regarding charities can be found [here](#)

5. Guidance for local support

I. Surrey Community Helpline

Community Helpline number: 0300 200 1008, open from Monday to Friday: 8am to 6pm, Saturday and Sunday: 10am to 2pm.

Surrey County Council have set up a new community helpline to direct residents to services that can help during the coronavirus pandemic. This community phone line is here for two things:

1. To help direct residents who need support, if friends and family are unable to help with such things as picking up shopping, prescription collections or having someone who can be a telephone friend, and other services that can help.
2. To provide advice on where to register your offer of help to support your community.

The Community Helpline will not be able to provide any public health advice (please use existing services such as 111) or answer general enquiries relating to council services (these should be directed to our [standard contact page](#)). If you need to contact [Adult Social Care](#) you can find contact details here. If you need to [contact Children's Social Care including Surrey Children's Single Point of Access](#) you can find contact details in the link.

You can also request help by filling in our online request form, found [here](#). You should expect to receive a response within 24 hours.

II. Councils for Voluntary Services in Surrey

Surrey has approximately 6,000 voluntary, community and faith sector (VCFS) organisations that benefit from infrastructure support to enable them to remain strong, efficient and effective in meeting the needs of Surrey residents. Surrey County Council is working closely with partners to ensure the right support is in place to support the sector during this pandemic and to enable the sector to recover.

Surrey's Councils for Voluntary Service (CVSs) take the lead in providing infrastructure support to the VCFS and provide a range of services including volunteer brokerage and advice on governance and funding.

Some Councils for Voluntary Service also include [Volunteer Centres](#), please see the below for those in Surrey.

- I. [Central Surrey Voluntary Action](#)
- II. [Voluntary Action South West Surrey](#)
- III. [Voluntary Action Reigate and Banstead](#)
- IV. [Voluntary Support North Surrey](#)
- V. [Tandridge Voluntary Action](#)
- VI. [Surrey Community Action](#)

VII. Local Authorities Covid-19 information

There is a two-tier system of local government in Surrey, the county council and the 11 district and borough councils. Please see the below for each of the districts and boroughs Covid-19 response:

1. [Elmbridge Borough Council](#)
2. [Epsom and Ewell Borough Council](#)
3. [Guildford Borough Council](#)
4. [Mole Valley District Council](#)
5. [Reigate and Banstead Borough Council](#)
6. [Runnymede Borough Council](#)
7. [Spelthorne Borough Council](#)
8. [Surrey Heath Borough Council](#)
9. [Tandridge District Council](#)
10. [Waverley Borough Council](#)
11. [Woking Borough Council](#)

6. Guidance for national support

I. The National Council for Voluntary Organisations (NCVO)

The NCVO has some guidance to help you decide what steps you and your organisation may need to take in light of the spread of the Covid-19 virus including updates on sick leave; managing finances and planning for staff/volunteers to work from home. Please see [here](#) for more information as well as [here](#) for a comprehensive list of funding opportunities available throughout of the UK

II. NESTA

NESTA is an innovation foundation and they are looking at how they can support the voluntary and community sector as they respond to Covid-19. Please see [here](#) for more information.

III. National Association for Voluntary and Community Action (NAVCA)

Please see [here](#) for more information.

IV. The Charity Excellence Framework

The Charity Excellence Framework is a free, online toolkit to increase impact and funding, providing assurance and enabling charity trustees and management to increase their social impact and secure more charitable funding. The Charity Excellence Framework have a [free COVID-19 funding database](#), searchable using multiple criteria to find the right opportunity for you.

V. Institute of Fundraising

The Institute of Fundraising (IoF) is the professional membership body for fundraising and they have issued guidance for fundraisers in relation to Covid-19, please see [here](#) for more information.

VI. Institute for Voluntary Action Research (IVAR).

IVAR are an independent charity that works closely with people and organisations striving for social change. They have a dedicated Covid-19 section facilitating online peer support groups for leaders of voluntary community and social enterprise (VCSE) organisations. They are offering 90 minute peer support sessions for VCSE leaders of small charities, please see [here](#) to sign up to a session.

VII. Lloyds Bank Foundation

Lloyds Bank Foundation partner with small and local charities across England and Wales, helping people to overcome complex social issues but they also have a wealth of [resources, webinars and guidance](#) to help your organisation during this time.

VIII. GOV. UK

GOV.UK have a free online, [find a course](#) tool for training available to boost workplace skills including 'the fundamentals of digital marketing,' 'how to create digital content and thriving in a digital workplace.' There are also resources to help if your [charity is experiencing financial difficulties](#).

IX. Charity Digital

The COVID-19 pandemic has left many charities scrambling for new ways to raise funds. Charity Digital explore the virtual future of fundraising including a free online guide to [virtual fundraising 101](#) with Blackbaud and learning the [do's and don't's of running a campaign during a pandemic](#).

X. Charity Comms

The current climate has made it near impossible for charities to carry out their normal fundraising activities and events, with many being cancelled or postponed. Charity Comms have guidance regarding [virtual fundraising ideas](#) which include innovative ways to keep raising funds for your charity.

XI. IMIX

Getting your message through to the right person in a timely, relevant way has never been more important. With all that in mind, IMIX have produced guidance on [how to communicate in the age of COVID-19](#) so your message is heard.

XII. 360Giving

[360Giving](#) help organisations openly publish grants data, and help people use it to improve charitable giving. 360Giving call on funders to do a small task to make a huge difference to the sector's ability to coordinate: publish their grants data openly in the 360Giving Data Standard, and include 'COVID19' in grants given in response to the crisis.

Funders have so far awarded more than £11m in Covid-19 grants and the grants tracker finds that 814 grants have been awarded to 776 recipients. These have been given by 25 funders and total £11,019,388. They have also launched a visualisation and bespoke lists to help funders see which other funders share their recipients and coordinate better on their responses.

XIII. Charity Commission - Annual Returns

Charities that are due to submit an [Annual Return](#) imminently, but feel unable to do so, can call the Commission to request a filing extension.

The Commission wants to assure charities that their approach to regulation during this period will be as flexible and supportive as possible. Where you face real and urgent legal issues, you should take advice.

XIV. Charity Finance Group- Lost income

Many organisations are likely to take a hit on income from fundraising or trading. Fundraising events may be cancelled, and charity shops or venues may be closed.

[Charity Finance Group](#) has advice on measures that charities should be taking to deal with this eventuality – including on issues around whether insurance covers some of the costs involved.

XV. Children’s Commissioner – Children’s Guide to Coronavirus

Children's Commissioner, Anne Longfield promotes and protects the rights of children, especially the most vulnerable, and stands up for their views and interests.

There have been big changes in our lives because of coronavirus, so the Children’s Commissioner has created a [children’s guide to coronavirus](#) to help explain the situation.

The guide aims to answer children’s questions about coronavirus, tell children how to stay safe and protect other people and how to help them make the best of their time at home. The website also contains [resources](#) for parents with a list of handy, free online activities and materials to use at home.

XVI. Communications Planning

[CharityComms](#) is the membership network for communications professionals working in UK charities. They help raise the standards of communications across the sector, to fly the flag for communications as a vital strategic function at the heart of charities, and to connect communications professionals through sharing best practice.

Charity Comms offers a [free emergency communications planning template](#). The same page includes links to online advice guides.

XVII. Companies House - Support for Businesses Hit by COVID-19

Changes announced recently, will help businesses avoid being struck off the Companies House register as they deal with the impact of the coronavirus outbreak.

[Companies House](#) will temporarily pause the strike off process to prevent companies being dissolved. This will give businesses affected by the coronavirus outbreak the time they need to update their records and help them avoid being struck off the register.

In addition, companies issued with a late filing penalty due to COVID-19 will have appeals treated sympathetically. Companies will temporarily be extended greater flexibilities, including holding AGMs online or postponing the meetings.

XVIII. Crowdfunder UK – Pay It Forward

Crowdfunder’s [Pay It Forward](#) is offering 100% free crowdfunding for businesses, [sports and social clubs](#) throughout the crisis (i.e. you won’t pay any fees). They’ve also partnered up with [Enterprise Nation](#), who will be providing access to free training and support for business with online sales, marketing and finance

XIX. Disability Grants News - Self Isolation Resources

This [website](#) is aimed at individuals with a disability and parents/carers of a disabled child or adult. It lists grants from charities and Trusts that will provide funding towards the cost of disability equipment, holidays, housing, days out, etc.

The organisation publishes regular newsletters and to help through this current health crisis they are focusing this month on resources to support disabled people at home. The newsletter contains details about grants, support and resources available.

XX. Giving World – Supplies of Essential Goods

[Giving World](#) is a national charity which supplies essentials including shampoo, bedding, nappies, washing powder and warm, clean clothing to the people in the medically shielded groups and other vulnerable people free of cost. They are also providing patients and frontline staff with changes of clothing and personal hygiene products.

Every product distributed is supporting beneficiaries who have been made more vulnerable because of COVID-19, including the elderly, vulnerable children and families, the homeless hurriedly rehoused into empty council flats, and many more.

XXI. Good Finance - COVID-19 Resource Hub for Charities and Social Enterprises

[Good Finance's](#) mission is to help charities and social enterprises navigate the world of social investment. This [page](#) contains information, resources and tools designed to support charities and social enterprises navigating COVID-19.

XXII. The King's Fund - Leading Through Covid-19: Supporting Health and Care Leaders in Unprecedented Times

The health and care system is facing a huge challenge, placing enormous pressure on health and care staff with unprecedented demands on leaders, wherever they work.

These [pages](#) aim to provide support to health and care leaders, whether you are working in the NHS, social care, public health or the voluntary and independent sector.

XXIII. The National Careers Service – Free Careers Advice

The [National Careers Service](#) provides access to independent, impartial and professional advice on careers, skills, and the labour market. The service is available online, and through advisers on the telephone and, ordinarily, face-to-face in the community to anyone aged 13 and above. The service encourages citizens to use the self-serve online tools available on the website, however more intensive support is available to those who may need more help in developing their career management skills and progressing in work or learning. The free service can support individuals to:

- Build confidence
- Complete a skills assessment
- Review/ update their CV
- Develop online interview skills
- Identify online training opportunities
- Get new qualifications
- Plan the next steps of their career

XXIV. Neighbourly Community Fund - COVID-19 Rapid Response

With the support of M&S, Lidl, Aldi, Danone and Coca-Cola European Partners, Neighbourly are launching a series of [micro-grants](#) of up to £400, to support good causes that are helping communities affected by the new Coronavirus outbreak.

Grants will be awarded to existing members of Neighbourly whose work will involve supporting members of the community suffering economically, socially or from ill health as a result of the outbreak. This may include, but not be limited to, elderly people, those on low incomes and people at risk of food insecurity.

Grants are unrestricted and can go towards food provision, emergency supplies, practical support, running costs, transport and other essentials.

XXV. Rosa

[Rosa](#) is a grant making charity that funds grassroots women's organisations to help to make the UK a fairer, safer place for women.

Rosa have set up pages with funding, resources, and updates. They are also having conversation with grantees, corporates, and funders to look at how they can create emergency funding to support women's organisations in the UK.

XXVI. Small Charities Coalition

The [Small Charities Coalition](#) exists to make life easier for small charities. They currently have over 9,000 UK-wide members and have made it their mission to provide them with relevant support and make their voices heard. They have produced a number of resources and support pages for small charities to help them during this period.

XXVII. Social Enterprise UK

[Social Enterprise UK](#) will be regularly updating their website with the latest news and resources to help the sector collectively get through the coming weeks.

Their briefing Support for Social Enterprises is a recently updated guide to the support and resources available to help the social enterprise community at this time from accessing loans through the COVID-19 Business Interruption Loan Scheme to business rates relief.

The briefing now contains information on the Job Retention Scheme, three-month VAT deferrals and the news that contracts in public sector should be guaranteed till 30th June 2020.

XXVIII. Support for the UK's Social Sector Organisations.

A new programme of loans and investment is being put together to help get emergency funding to social enterprises, charities and small businesses in disadvantaged parts of the UK that are affected by the coronavirus/COVID-19 pandemic.

[Big Society Capital](#) has announced the new measures will include:

- A new £25 million [Resilience and Recovery Loan Fund](#) will provide social enterprises and charities with emergency loans with no fees or interest for 12 months

- Up to a further £50 million which Big Society Capital will reprioritise and repurpose over coming months to address emerging funding needs among social enterprises and charities, either through the Resilience and Recovery Loan Fund or alternative funding vehicles as appropriate

7. Guidance for funding opportunities

Please see the below for funding opportunities available through the national lottery.

I. The National Lottery Community Fund

All the funding decisions National Lottery Community Fund will make for the next six months (up to £300m of National Lottery funding) will be devoted to addressing the current crisis. In addition, they will accelerate the cash part of this funding as much as they can, so that they can get money to where it needs to be. This is not new money, but it will be faster money. To reach those groups best placed to support their communities at this vital time, they will prioritise the following faster payments for existing grant holders and applicants using the following criteria:

- Activities specifically geared to supporting communities through this crisis
- Helping organisations overcome any liquidity issues caused by Covid-19

Things are moving at pace and they will keep their approach under constant review. They are also going to continue their exploration of how this crisis is changing how we live as communities and how civil society itself is changed.

Please see [here](#) for further information.

II. National Lottery Community Fund – Awards for All

National Lottery Funding can help make a difference in your community. They are looking to fund Covid-19 projects and organisations that either:

- Support people who are at high risk from Covid-19
- Support communities most likely to face challenges because of lockdown measures
- Have the resources, connections, expertise or knowledge to be able to help communities through the pandemic.

They will also fund organisations with great project ideas that:

- Bring people together and build strong relationships in and across communities
- Improve the places and spaces that matter to communities
- Help more people to reach their potential, by supporting them at the earliest possible stage

You can apply anytime, please see [here](#) for more information or email general.enquiries@tnlcommunityfund.org.uk.

III. National Lottery Community Fund – Reaching Communities

This [programme](#) now focuses on funding projects and organisations helping communities through the pandemic. This Covid-19 focus should last for up to six months. But they will review the

situation in July. They can fund activities supporting people affected by the crisis. You can also apply for funding if your organisation is struggling financially because of the impact of Covid-19

Given the emergency, they are looking to award funding to cover six months of expenditure. They expect most funding will be between £10,000 and £100,000. But they will consider larger awards or longer timeframes by exception. They are looking to fund Covid-19 projects and organisations that either:

- Support people who are at high risk from Covid-19
- Support communities most likely to face challenges because of the Covid-19 lockdown measures
- Have the resources, connections, expertise or knowledge to be able to help communities through the pandemic.

They can also help if you're struggling financially because of Covid-19 and can help make up for some of the losses, so you can keep helping your community through the pandemic and continue to support them after. They are also looking for organisations to be people-led, strengths-based and connected as much as possible too.

They ask organisations who are not looking for Covid-19 related funding not to apply at this time. All their resources need to be focused on helping communities through the pandemic.

Tel: 0207 211 1998 Email: Londonandsoutheastteam@tnlcommunityfund.org.uk

IV. Arts Council England – Emergency Funding

Arts Council England has announced a cash injection to help artists, venues and freelancers in the cultural sector. The Arts Council's support package includes £20m for individuals (made up of grants of up to £2,500 each), £90m for National Portfolio Organisations, venues and others that get annual funding, and £50m for organisations outside that scheme.

Please see [here](#) for further information.

The website with the status of all of the other live funding programmes has been updated so you can find everything you need in one place. This includes, for example, assurance that offers of funding through the Small Capital programme for 2019/20 still stand, whereas the 2020/21 round of Small Capital has been cancelled due to Covid-19 and the emergency measures they have put in place to respond to the crisis.

They have compiled the support that is on offer for organisations and individuals from the Government and other professional bodies. They are updating these frequently, most recently with expanded information on the Job Retention Scheme and clarity on tax relief for museums and galleries.

ACE has also just issued a Frequently Asked Questions page for organisations applying for support from their Emergency Support Package.

V. Sport England - Community Emergency Fund

Sport England has set up the new £20 million Community Emergency Fund as part of a £195 million package to help the sport and physical activity sector through the coronavirus crisis. It is specifically targeted at organisations, including those not currently supported by Sport England,

who have a role in supporting the nation to be active but who are experiencing short-term financial hardship or the ceasing of operations due to the impact of coronavirus (Covid-19).

Grants of between £300 and £10,000 are available to the following organisations:

- Local sports clubs
- Voluntary and community sector organisations that deliver or enable sport and/or physical activity, including organisations that are not solely or primarily sports organisations and have an important role to play in keeping people active, that may need support for other parts of their organisation to remain open
- Small charitable trusts that do not qualify for financial help elsewhere
- Regional or county level organisations or leagues that have already paid out funds for activities that are now cancelled and are not able to claim funds from elsewhere

The fund has been developed to help community sport and physical activity organisations meet their obligations, in particular fixed costs, which are no longer supported with revenue as a result of coronavirus. This might cover expenditure on:

- Rent
- Utility costs
- Insurances
- Facility or equipment hire
- Core staffing costs (including casual workers) that cannot be met elsewhere by other government funds
- Retrospective losses dating from 1st March 2020

Please see [here](#) for further information including requirements with a closing date of 31st July 2020.

VI. Emergency Funding for Museums

Both [Arts Council England \(ACE\)](#) and the [National Lottery Heritage Fund \(NLHF\)](#) have announced emergency funds to support museums with their immediate needs as a result of the Covid-19 crisis.

The eligibility criteria for the two funds are different, so do check each one carefully. NLHF is taking applications for grants of up to £50,000 for non-local authority funded museums who have previously received lottery funding. Closing date for applications is 30th June.

VII. National Lottery Heritage Fund (NLHF) – Heritage Emergency Fund

NLHF has launched a Heritage Emergency Fund to support the UK heritage sector as an immediate response to the Covid-19 crisis.

The Fund will be available over the next three-six months as short-term funding to stabilise operations and manage unforeseen risks. Grants of between £3,000-£50,000 will be available. NLHF will be investing where it is needed most:

- Short-term funding for organisations delivering heritage projects or running previously funded projects, and safeguarding heritage sites the fund previously invested in to ensure they are not lost to the public
- A select number of key strategic investments where heritage is identified as at greatest risk. This could include grant increases to funded projects that are currently underway

Decisions on awards under the Heritage Emergency Fund will be made as quickly as possible to support the sector. Awards will be made on the basis of a set of criteria to identify those with the greatest need. They will also need to meet the following three requirements:

- Organisations that have received funding in the past and are either a current grantee, or still under contract following a previous grant
- Organisations with limited or no access to other emergency initiatives from other funding bodies and Lottery Distributors
- Organisations where there is limited scope to repurpose existing funding for a project

Guidance around applying for money through the Heritage Emergency Fund is now available and the deadline to apply is 30th June.

Tel: 020 7591 6171 Email: southeastcontact@heritagefund.org.uk

Please see [here](#) for more information.

VIII. National Lottery Heritage Fund (NLHF) – Digital Survey

The coronavirus pandemic has made the need for organisations to understand and make use of digital more pressing than ever before.

Because of this, [NLHF](#) are working with partners to better meet the new and emerging needs of the heritage sector. They also want to help organisations develop the skills that will build their resilience long term.

Making use of digital means that staff, volunteers and communities can continue to stay connected. But it also means many heritage organisations are having to upskill more quickly than ever before.

NLHF have also recently launched a [survey](#) that will help them discover more about your organisation's current digital support needs.

Tel: 020 7591 6000 Email: enquire@heritagefund.org.uk

IX. National Lottery Heritage Fund (NLHF) – Other Support and Future Plans

In addition to the Heritage Emergency Fund, [NLHF](#) are also supporting the heritage sector by: Enabling organisations that have received grant funding and are currently delivering projects to delay or change the way the projects are delivered

Providing bespoke advice and support via the local teams and in some cases, via the specialist network of mentors

NLHF is also accelerating the provision of their £1.2m Digital Skills for Heritage initiative to help the sector through the crisis and beyond. This will include support for organisations to run activities and events, reach audiences, engage volunteers, share content and fundraise online.

For the longer term, to help with recovery from the current crisis, they have invested £4m in two Enterprise Development programmes for heritage leaders across the UK, and Business Support Programmes in all four countries. More information will be available in due course.

Tel: 020 7591 6171 Email: southeastcontact@heritagefund.org.uk

Please see below for opportunities for funding available locally.

X. Surrey Crisis Fund

The Surrey Crisis Fund is a discretionary fund run by Surrey County Council providing financial help to Surrey residents who have nowhere else to turn in an emergency or after a disaster.

Please note, this scheme **cannot** assist with replacement household items; if you require assistance with such, please visit your local Citizen's Advice office where they may be able to refer you to a local charity.

Please see [here](#) for further information including an eligibility criteria. You can also donate to the Surrey Crisis Fund [here](#) as they are currently seeking further support.

XI. Community Foundation for Surrey

The Community Response Fund was launched to support local charities and voluntary organisations that are assisting some of Surrey's most vulnerable people.

The aim of the fund and its priority is to support community and voluntary groups assisting in the relief effort, in easing the immediate difficulties communities are facing and to support their recovery over the coming weeks and months. Priority will be given to voluntary organisations providing support to the most vulnerable and isolated, including:

- Older people
- People with disabilities
- People with mental health needs
- People on low incomes; and
- Families with young children

The fund is offering grants of up to £5,000. The criteria and more information regarding how to apply can be found on their [website](#). You can also donate to the [fund](#) here as they are currently seeking further support from its network of generous donors and supporters.

XII. Surrey Heath Borough Council Covid-19 Emergency Charity Grant Scheme

Surrey Heath Borough Council has launched a rapid response fund to help smaller charitable organisations affected by the impact of Covid-19. This grant scheme will fund individual grants of up to £20,000 and is designed to retain the support within our community for those in the highest need.

It is aimed at locally based charities in Surrey Heath who have continued to operate, and/or have specifically changed their service, to support their at-risk clients.

Priority will be given to organisations who currently receive Revenue Grants from Surrey Heath Borough Council.

This is intended as a rapid response fund, where the Council aims to make payments to selected organisations within 14 days of application.

The Council anticipates a high number of applications and may not be able to offer a grant to all eligible applicants. Only one application is allowed per organisation.

For more information and to apply, please see [here](#).

XIII. GRANTfinder

GRANTfinder is the UK's leading grants and funding database for charitable organisations, carrying in excess of 6,000 UK and EU funding programmes – a reservoir of information that is constantly growing and regularly updated.

Funding opportunities are identified through searching on key criteria; location, total project value, who is applying for the funding, what the funding will be used for, size of the organisation and more.

GRANTfinder also allows you to scan the database for a particular programme or provider, without a specific project in mind.

Your local Voluntary Actions are able to search for funding opportunities through GRANTfinder. Please contact them if you wish to do so and you can find a full list on page 8.

Please see below for opportunities for funding available nationally.

XIV. The Charity Excellence Framework

The Charity Excellence Framework have a database of funding opportunities available, updated on a daily basis. Please see [here](#) for more information.

XV. Charity Bank

Please see [here](#) for an updated list of Covid-19 Emergency Funding.

XVI. Neighbourly Community Fund

Neighbourly Community Fund have [grants of up to £400](#) to support good causes that are helping communities affected by the new Coronavirus outbreak.

XVII. Coronavirus Mental Health Response Fund (CMHRF)

With support from the government, MIND is administering a £5m grant fund in partnership with other leading mental health providers in England.

From 16 April 2020 voluntary sector, mental health organisations in England can apply for grants to help them provide additional coronavirus support.

The National Survivor User Network (NSUN) will administer part of the fund to ensure that smaller community organisations who might not meet all the standard eligibility criteria can apply. Details will be available from Monday 20 April on [the NSUN website](#).

You can find out more about the fund and how to apply on both the [Association of Mental Health Providers website](#) and the [MIND's website](#).

XVIII. The Frederick's Loan

The Fredericks Foundation's mission is to provide access to small business loans to people excluded from mainstream credit in order to create choice not charity, and to give individuals the opportunity to transform their lives, and to build a society based on dignity not on handouts.

Loans are up to £35,000 with three loan products available:

1. Poor credit loans up to £16,000
2. Start-up and Growth Revolving Loans up to £15,000
3. Growth Company Revolving Loans up to £35,000

Please see [here](#) for more information.

XIX. Charities Aid Foundation (CAF)-Coronavirus Emergency Fund

Charities Aid Foundation has launched a small grants scheme for smaller charitable organisations. It's for grants of up to £10,000 for smaller organisations affected by the virus outbreak.

Please see [here](#) for further information.

XX. Armed Forces Covenant Fund Trust

The Armed Forces Covenant Fund Trust are responding to the pandemic by continuing to support the people who benefit from the grant they have awarded as well as launching programmes to support the Armed Forces Community with funding from the Covenant Fund and HM Treasury; with special attention on those who have faced hardships as a result of a pandemic; on projects to help isolated people reconnect with wider communities; projects that support improved mental health and encouraging stronger links between Armed Forced Charities.

Please see [here](#) for further information about the foundation.

XXI. John Lewis Partnership

The John Lewis Partnership has announced new measures to support customers and the vulnerable, with a particular focus on supporting local communities, Waitrose protected shopping hours for the elderly and vulnerable and a new digital service such as online classes to support the self-isolated. The John Lewis Partnership has also announced a £1 million Community Support Fund to be distributed by Waitrose shops to local communities.

Please see [here](#) for further information.

XXII. Sylvia Adams Charitable Trust - Early Years' Preventative Work

Grants are available for registered charities to support work that will improve the life chances of some of the most disadvantaged children (aged 0-3 years) by investing in early intervention and preventative work. One-off, unrestricted grants of up to £5,000 are available for registered charities in England and Wales whose last audited accounts show an income of less than £750,000.

As a response to the current pandemic, the Trust will be suspending the currently published arrangements and replacing them with new policies. Charities that can demonstrate the likelihood of increased demand for their services and/or can demonstrate a loss of anticipated income attributable to the current pandemic. There is a two-stage application process.

There will be two applications periods in 2020/21:

- Round 1: Stage 1 application can be submitted until 28th April 2020, with grants being made as soon as possible after the closing date
- Round 2: Stage 1 applications can be submitted between 5th October and 12th November 2020, with grants being made in February 2021

Please see [here](#) for further information.

XXIII. AVIVIA

Applications now open for the [next round of the AVIVA Community Fund](#), which can help cover core running costs.

Other funding opportunities

Please see the below for other funding opportunities for those people you may work with.

I. The British Film Institute (BFI) - Covid-19 Film and TV Emergency Relief Fund

The British Film Institute (BFI) has joined forces with the Film and TV Charity to create a new fund to help support the creative community, which has been severely impacted by the coronavirus pandemic. The Covid-19 Film and TV Emergency Relief Fund has been established with a £1 million donation from Netflix. It will provide emergency short-term relief to active workers and freelancers (individuals) who have been directly affected by the closure of productions across the UK.

The Fund will be open to those working in production, distribution and exhibition. The Film and TV Charity is currently working on the precise eligibility criteria and level of individual funding.

Please see [here](#) for further information.

II. Help Musicians (HM) – Coronavirus Hardship Fund

Help Musicians has created a £5m Coronavirus Hardship Fund to alleviate some of the immediate financial pressures that many professional musicians (individuals) may be facing. Applications for this fund are submitted through an online form and offers a one-off payment of £500 per applicant.

The fund is open to anyone that satisfies their general criteria for support:

- You are a professional working musician (i.e. performer, composer/creator or directly involved in the production of music, or in work for which the main qualification is a high level of musical training)
- You are self-employed or currently unemployed
- You are in need of financial help
- You satisfy the residency requirements

Please note that the funder encourages musicians **only to apply if they are indeed suffering significant financial hardship** to enable them to provide help quickly to those who need it the most. If you are successful you will be notified by email within 10 working days of the submission of your application.

Please see [here](#) for further information.

III. PRS for Music-Emergency Relief Fund

The Performance Right Society (PRS) for Music has announced an Emergency Relief Fund for artists (**individuals**) to mitigate the economic impact of the coronavirus pandemic. Money will be available for all members of PRS worldwide providing they have been part of the organisation for at least two years and earned over £500 in that time. Grants will be allocated on an individual

basis, with a maximum value of £1,000. This is a part of a wider plan to support members during the coming weeks, with further measures being explored.

Please see [here](#) for further information.

IV. The Society of Authors (SoA), Authors Emergency Fund

The Authors Licensing and Collecting Society (ALCS), the Royal Literary Fund (RLF), the T S Eliot Foundation in partnership with English PEN, and Amazon UK generously contributed financial resources to create the Authors' Emergency Fund, to help support authors impacted financially by the growing health crisis.

Applications are open to all professional authors who are resident in the UK or British subjects including all types of writers, illustrators, literary translators, scriptwriters, poets, journalists and others; for whom author-related activities make up a substantial amount of their annual income. This applies to anyone eligible for Full Membership of the SoA although membership of the SoA is not a requirement.

Grants are likely to be up to £2,000 and designed to meet urgent need with the possibility of review as the situation continues. More information, including downloading an application form can be found here including contact information.

Please see [here](#) for further information.