



**Funded Partner Programme
Information Pack**

Contents

About Barnwood Trust

Vision and goals	1
Values	1
Funding Principles	1
Definitions	2

Funded Partner Programme

Introduction	3
Background	3
Recent updates	4
What can you apply for?	5
Ineligible Expenses	6

Apply for Funding

Expression of Interest	8
Due diligence check	9
Writing and submitting your application	10
Submitting your application	10
How Barnwood Trust makes funding decisions	11

Once funding has been awarded

Setup	13
Payments	13
Monitoring, Evaluation and Learning	14

If Funding is Declined

Re-applying after an unsuccessful application	15
Appeals	15

Other Important Information

Your budget	16
Closure of this funding programme	16

About Barnwood Trust

Vision and goals

Gloucestershire will be a better place when disabled people and people with mental health conditions are equal, empowered and their rights are upheld.

The Trust acts as an agent of social change, working alongside disabled people and people with mental health conditions to create that change.

Barnwood's strategic goals are that disabled people and people with mental health conditions:

- **Have choice of opportunities to meet their hopes and passions.**
- **Are included and involved in their communities and the places where they live.**
- **Access their rights and see positive change on disability issues.**

Values

All the Trust's work is guided by [our four values](#): **Focused**, **Inclusive**, **Bold** and **Forward Thinking**.

Funding Principles

Our application and decision-making processes are delivered in line with our [funding principles](#).

Definitions

What do we mean by disability?

At Barnwood Trust we use the social model of disability.

The social model of disability takes the perspective that the environment, society, and people's attitudes are what restrict or disable someone – if these are improved, the world can be enabling rather than disabling. Another way to say this is that the world should fit around a person; not that a person should have to fit into the world.

This doesn't mean that every issue can be solved or improved by taking a social model approach, because diagnosis is important too and not all challenges can be removed by a better environment, society or attitude.

What do we mean by mental health?

We recognise that mental health covers a vast array of provision, services, research and activities. We will consider expressions of interest and charitable objects/ governing documents on a case-by-case basis and clarify for you before you make a full application to Barnwood whether your project or organisation is eligible.

As a broad rule, mental health should be an explicit and identified theme for either your organisation or for the work you want funded. If you are looking for funding for work that seeks to improve wellbeing, but is not explicitly about providing opportunities for, involvement of, or supporting access to rights for people with mental health conditions in the county, then it is unlikely your application will be successful.

Funded Partner Programme

Introduction

Our funding is open to organisations and groups who work alongside, create opportunities for, and are passionate about creating positive change for disabled people and people with mental health conditions throughout Gloucestershire.



Barnwood Trust is a social change agent working towards long-term, positive outcomes for disabled people and people with mental health conditions in Gloucestershire. We know that learning what works and sharing this learning beyond the Trust is a major tool for driving social change and as such, we fund organisations and work which will support us to learn how best to make this change a reality.

The Trust can only fund work that intentionally advances our mission that Gloucestershire will be a better place when disabled people and people with mental health conditions are equal, empowered and their rights are upheld. As such, all applicants will be asked to outline how their proposal supports the realisation of the Trust's [vision and strategic goals](#).

Background

Between 2023 and early 2026, Barnwood Trust has additional funds available for organisations and groups in Gloucestershire. It's important to note that awards for multi-year funding may not extend beyond early 2026, so applicants should not assume long-term funding beyond this period.



The Trust is committed to working alongside our funded organisations during this period to plan for the future and consider how to become sustainable when the Trust has fewer funds to distribute.

The Trust's Unrestricted and Project funding has, up until now, been available on a 'first-come, first-served' basis to keep applications open throughout the year with minimal turnaround time.

However, since the launch of Barnwood's Funded Partner Programme, we have experienced high levels of demand. The high demand has meant that funding applications have been awarded based on when they were received, not based on best fit with the funding criteria. We have now changed this process so that we review applications at the same time and award funds based on their quality and close alignment with the criteria. This is to prioritise fairness in the decision-making process.

To achieve this, we run two time-limited funding rounds for the multi-year Unrestricted and Project funding – funding will be awarded in May and November of each year.

Recent Updates

You may only hold one Funded Partner Programme award at a time. However, you may also be eligible for, or receiving, Barnwood Trust's [Themed Funding](#).



To ensure that we are fair and equitable in supporting voluntary and community sector partners across the county, we will need to consider carefully before awarding your organisation more than any two 'live' awards concurrently: or more than £300k during any three-year period. This decision will be made by our Funding Committee, who may decide not to award the funding.

What can you apply for?

The amount that your organisation can apply for, as well as the type of funding you may receive, will depend on several factors. The Funded Partner Programme contains three categories under which it awards funding to organisations and groups:

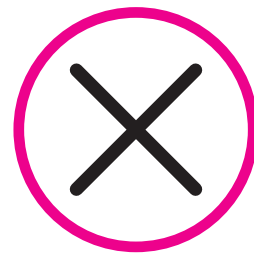


- **Unrestricted Funding**
- **Project Funding**
- **Small Grants Funding**

If you would like to do a preliminary check of which category your organisation or group is eligible for, please visit our [eligibility checker](#).

	Unrestricted Funding	Project Funding	Small Grants Funding
Who is eligible	Open to charitable and community organisations delivering work in Gloucestershire whose governing document or charitable objects show an explicit commitment to disability and/or mental health and this commitment is evidenced in their delivery.	Open to charitable and community organisations delivering work in Gloucestershire whose governing document or charitable objects do not show an explicit commitment to disability and/or mental health outcomes, but would like to do work that aligns with Barnwood's strategic goals.	Open to newly incorporated and non-incorporated groups, as well as established organisations and groups that would like to do work in Gloucestershire that supports Barnwood's strategic goals.
Funding term	Multi-year funding for up to 3 years	Multi-year funding for up to 3 years	Funding must be spent in 1 year or less
Amount	Up to £150,000, or the equivalent of £50,000 per year if less than 3 years	Between £10,000 and £100,000, or the equivalent of £33,000 per year if less than 3 years	Up to £10,000
What you can spend it on	Funding can be spent on any eligible expenses within the organisation's charitable objects. The award can only be a maximum of 3x 50% of your last year's revenue.	Funding can be spent on eligible expenses towards the delivery of the proposed work, such as staff salaries, evaluation costs, and overhead expenses. The award can only be a maximum of 3x 50% of your last year's revenue.	Funding can be spent on eligible expenses towards the delivery of the proposed work, such as staff salaries, evaluation costs, and overhead expenses.
How to apply	Apply direct to Barnwood Trust.	Apply direct to Barnwood Trust.	Apply direct to Barnwood Trust.

Ineligible Expenses



What Barnwood Trust will not fund through this programme:

- × Work that is not legally charitable.
- × Organisations without an asset lock or other general mechanism used to cover all the provisions designed to ensure that the assets of an organisation, including profits or surpluses generated, are used for charitable purposes.
- × Building expenses, construction costs, refurbishments, vehicle purchases or leases. We will fund permanent equipment, supplies and vehicle maintenance.*
- × Applications from schools. We will fund applications from PTAs or nonprofits to deliver work in schools, as long as the work is not a statutory responsibility.
- × Work, activities or equipment that are a statutory responsibility.
- × Grants to individuals.
- × International appeals.
- × Medical procedures or practice.
- × Work that does not have a direct benefit in Gloucestershire**.

* For Unrestricted Funding, the funding can be spent on routine building repairs and maintenance where needed.

** If you are a national organisation, or if you are based in a nearby or neighbouring county, you may still apply for funding for specific work you are delivering in Gloucestershire. Please note, we do not cover work in South Gloucestershire.

Apply for Funding

1. Expression of Interest



Unrestricted and Project Funding

If you are looking to apply for either Unrestricted or Project funding, you may submit to us an Expression of Interest (EoI) which will be available on our website as a Word document.

Once you have completed your EoI, you may submit this to our Funding team by email at orgfunding@barnwoodtrust.org by the published deadline. With this, you will be asked to submit materials for an initial, light-touch due diligence check to look at basic eligibility requirements.

All EoIs will then go through a shortlisting process of scoring by an internal panel made up of Barnwood staff. Taking into consideration the high demand and budget we have allocated for this funding, the EoIs with the closest alignment to our criteria will progress to next stages of our process. EoIs that are shortlisted will then undergo a full due diligence check and you will be assigned a Funding Relationship Manager (FRM) to manage your grant.

Small Grants Funding

Small Grants are currently closed due to budget availability. When the fund opens, applications may now be submitted directly through Barnwood Trust, and prospective applicants can receive application support from a Funding Relationship Manager (FRM).

2. Due diligence check



The level of due diligence assessment the Trust will carry out will depend on the type of funding you are applying for. Your FRM will instruct you to provide the necessary documentation to correspond with the funding for which you are making an application.

Due diligence checks are not a part of assessing the quality of an application, but it is an opportunity to determine an organisation's suitability to receive funding from Barnwood Trust. We carry out this check in the first instance to ensure that your organisation is eligible, and to prevent you from writing a full application before you know this to be the case.

Due diligence assessments are carried out by the Trust's Funding Policy and Evaluation Manager. If we require any further clarification on any information you have provided, have any concerns, or are unable to complete a due diligence check, your FRM will be in touch to discuss this with you.

Learn more about [due diligence checks for Small Grants](#).

Learn more about [due diligence checks for Unrestricted and Project Funding](#).

3. Writing your application, and assessment criteria



Once your due diligence assessment is complete, your FRM will send you the appropriate application form and corresponding information pack. You may complete a draft application and submit this to your FRM who can then offer an opportunity to provide either written or verbal feedback. Please ensure you submit your draft ahead of the deadline with a reasonable time for response as each FRM manages a portfolio of grants.

Your FRM cannot write your application for you, nor can they make any guarantees about whether your proposal will be funded. Their role is to help you ensure your application has addressed the key assessment criteria, and to guide you through the various steps.

If the Word doc application is not an accessible format for you, your FRM will work with you to agree a way to submit your application that works for you and your colleagues.

4. Submitting your application



Once you have completed your application, please submit the form directly to your FRM by email as a Word document.

Upon receipt of your completed application, your FRM will provide a quick check to ensure all sections are filled before progressing for scoring by the appropriate panel. The FRM will be able to advise you of next steps throughout the process and you are able to contact your FRM for updates.

5. How Barnwood Trust makes funding decisions

Although we aim to make decisions in alignment with published timelines, there will be times when our funding is busier than usual, or where exceptional circumstances mean that meetings do not take place as planned. Your FRM will stay in contact with you and let you know if there is likely to be any delay.



The Small Grants Funding Panel (applications up to £10,000)

Applications for this level of funding will be assessed by members of the Funding Team on a monthly basis. To keep the process fair, your application will not be scored by your assigned FRM.

Small Grants funding is available year-round. The budget for this scheme will be regularly reviewed and may need to be temporarily paused to manage budget capacity. Any such pauses will be announced on our website.

Unrestricted and Project Funding:

The Internal Funding Panel

The Internal Funding Panel (IFP) is made up of staff from across Barnwood Trust and [members of Barnwood Circle](#). As a funder with a small geographical remit, we want to ensure that every organisation and group applying for multi-year funding has a fair chance of being funded and is not open to scrutiny based on prior interaction with the Trust or individuals linked to it. For this reason, once submitted, all Unrestricted and Project Funding applications will be anonymised. This means that any identifying details of your organisation and its partners will be redacted before the IFP have the opportunity to read your application.

The Funding Committee

This committee will make their assessments based on recommendations from the IFP, and provide final outcomes.

The Funding Committee will receive a full copy of the application along with a short cover paper and feedback from members of the IFP.

Once the Funding Committee has made its decision, the FRM will be in touch regarding outcomes. The FRM will communicate if your application has been approved or declined, with direct feedback from the IFP and/or Funding Committee, along with next steps if this applies.

Once funding has been awarded

We refer to funded organisations as **Funded Partners**. This recognises the vital role that funded organisations in the county play in making Gloucestershire a better place for disabled people and people with mental health conditions.

Setting up your grant

If your application is successful, your FRM will contact you with next steps. You will be sent an award letter with feedback from the scoring panel, draft Terms and Conditions to review and any other corresponding documents relevant to the level of funding you have been awarded.



You will be invited to a Grant Set-up meeting, if this proves useful, where you may discuss any questions you have and agree key details such as the payment schedule and catch up dates.

Once the Terms and Conditions are signed, your FRM will remain your primary point of contact at Barnwood Trust, and your working relationship with them will evolve into an ongoing learning partnership for the remainder of the grant. We want your ongoing interactions with the Trust over the life of your grant to be beneficial and valuable to us both.

Payment

Once Terms and Conditions are signed, your FRM will begin processing your first instalment. While we aim to make payment as soon as possible, we do allow for one month from the date the Terms and Conditions are signed, to allow for any contingencies. Subsequent payments will be authorised after you have met with your FRM and your annual monitoring, evaluation, and learning forms have been approved.



Monitoring, evaluation and learning



As a social change agent, Barnwood Trust takes an active interest in the work that we fund, in a bid to learn about best practice across the county.

To support this, your FRM will agree on a periodic catch-up schedule with you. At catch-ups you can discuss challenges, successes, or any reasonable support beyond funding that you would like the Trust to provide.

Barnwood strongly believes that the organisations and groups that we fund are the experts in their field, and so these meetings will be a chance to learn alongside you and share learning between Funded Partners where appropriate.

The type of monitoring, evaluation and learning relationship you have with your FRM will be directly proportionate to both the size of grant you receive and the type of work you are doing. As a guide, we anticipate the following requirements for funding relationships in each category:

Multi-Year funding

Requirements: Annual evaluation and learning form completed annually with your FRM, sharing thoughts on your learning topics, any key impact data and some headlines about your organisation's plan for the coming year. Catch ups: Once per quarter for Unrestricted, and once every 6 months for Project.

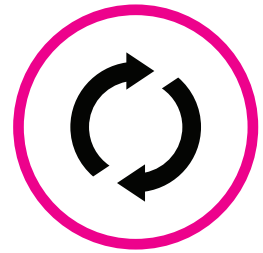
Small Grants

Requirements: Small Grant Evaluation Questions, a short set of reflective questions related to outcomes of the grant activities. Catch ups: Once within 6 months and once at the end of the funding period.

If Funding is Declined

Re-applying after an unsuccessful application

Your FRM will provide feedback from the scoring panel and will give clarity of why your application has been declined. We hope this feedback will help you understand where your application may have lost points on scoring, and where the panel would have benefited from further clarity.



Although there is no restriction on the number of times that you can re-apply for funding, the likelihood of future success will depend on the nature of 1) the reason for the declined application by Barnwood Trust, and 2) whether you have acted on the feedback you received from the earlier application.

Appeals

There is not an appeals process for this funding, unless you have reason to believe that the Trust did not follow the published process when making its decision. If you believe this to be the case, please contact Liam Daniels, Senior Funding Programme Manager by emailing liam.daniels@barnwoodtrust.org and he will investigate this.



Please note that being invited to submit a full application to Barnwood Trust does not guarantee funding.

Other Important Information

Your budget

If applying for multi-year funding, we ask that applicants apply a projected increase to costs for subsequent years to account for inflation. The Trust will not be able to apply inflationary increases to grants, so we ask that applicants plan ahead for this, within the limits of the category of funding you are applying to. Your budget and project plan will not be scored by the Internal Funding Panel but taken into account for final funding decisions.

Closure of this funding programme

The Trust has an annual budget, and as such it may pause accepting applications if the budget is likely to be exceeded before the end of the year. Barnwood Trust will ensure this is shared on the Barnwood website if this is the case. This will not impact any applications that have already begun, and applications will still be processed in a timely manner, and as outlined in this pack.

Contact us

If you have any questions about this process, or would like to discuss an application with us please email orgfunding@barnwoodtrust.org and a member of the Funding Relationship Manager team will get back to you as soon as possible.