



Migrant Centre NI

BAME Covid-19 Recovery Fund

GUIDELINE NOTES FOR APPLICANTS

Migrant Centre NI is a registered Charity and a limited company. The organisation was initially established as The Belfast Migrant Centre in 2010 and officially recognised as a charity in March 2012. In 2014, to reflect the work of the organisation the name was changed to the current Migrant Centre NI (MCNI).

Our overall aim is to tackle racism and eliminate barriers against new and settled migrant communities across Northern Ireland (NI).

MCNI was established to protect the rights of migrant workers in NI, tackle racism, eliminate barriers against BAME communities, advance education and raise public awareness about their rights. MCNI has 3 offices across NI, in Belfast, Lurgan and Derry~Londonderry as well as a Good Relations Officer working at APEX Community House in Enniskillen.

We have been very concerned that many small projects working with diverse communities are facing risk of closure due to financial pressures following the Covid-19 pandemic.

Migrant Centre NI is delighted to be able to make grants available to support such community organisations to deliver services at this challenging time. This is possible as we have been chosen as one of 10 Black, Asian and Minority Ethnic (BAME) led organisations who will fund hundreds of small projects across the UK with the new £3.4m¹ fund from Comic Relief & National Emergencies Trust.

The fund from Comic Relief aims to help vulnerable communities by supporting BAME-led organisations struggling to continue their services because of the pandemic.

Recent worrying reports² have highlighted the disproportionate health impact of Covid-19 on Black and Asian people across the UK. Many small grassroots projects who

¹ £3.4M funding partnership includes £2.75m from the National Emergencies Trust and £650,000 from Comic Relief. The 10 organisations will also share a £340,000 direct investment from Comic Relief to their wider work. For more information on the Covid-19 BAME led fund and current funding opportunities visit www.comicrelief.com

² Information referenced from the Ubele Initiative report on the impact of Covid-19 on BAME communities and organisations <https://www.ubele.org/publications> and the ONS figures on Covid-19 related deaths by Ethnic groups <https://www.ons.gov.uk>

work directly with these communities are also facing financial crisis and closure due to the pandemic, according to findings by the Ubele Initiative. These factors led to the campaign group [#CharitySoWhite](#) to call on the voluntary sector to ring fence funding for BAME-led organisations.

To help address these inequalities as part of its wider Covid-19 crisis response, Comic Relief has partnered with the National Emergencies Trust to award £3.4m¹ worth of grants to 10 BAME- led organisation who will distribute the funding to small and micro projects across the UK. This includes £2.75m in emergency funding from the NET's Coronavirus Appeal.

About Comic Relief – Comic Relief raises money to support people living incredibly tough lives. Through humour and stories of hope, CR shown that people can make a massive difference. CR funds hundreds of amazing organisations who are working on the ground to support the most vulnerable people and communities in society including many of those hardest hit by the coronavirus crisis. This includes vulnerable children and young people, people who are homeless or living in extreme poverty, women and families at risk of domestic abuse and those struggling with existing or new mental health problems.

About National Emergencies Trust – The National Emergencies Trust (NET) is a charity set up to raise funds from the general public in the event of a domestic disaster or emergency. When a disaster hits, the Trust collaborates with charities and other bodies to raise and distribute money and support victims. The funds collected are distributed by local partners on the ground in the areas affected by the emergency event. The National Emergencies Trust is a registered charity no. 1182809. For more information, visit: www.nationalemergenciestrust.org.uk

HOW DOES THIS FUND WORK?

Fund opens on 1st September 2020 and we will be accepting applications on a rolling basis until 15th January 2021 or until the funds are used up. We would encourage you to apply at the earliest.

You can apply under the 3 Tiers of support:

Tier 1 - £1,500 - £2,499

Tier 2 - £2,500 - £5,000

Tier 3 - £5,001 - £7,500

The total amount of available funds for distribution is £225,000. The minimum amount a group can apply for is £1500.

Groups may submit a maximum of two funding applications under two separate Tiers. Each application will need to demonstrate a clear difference to other proposals submitted by the organisation and need to be for project activities or a blend of activities and core costs.

WHO CAN APPLY?

Constituted Community and Voluntary Sector organisations that are BAME-led and focus on the needs within BAME communities in Northern Ireland. The fund is a direct response to deal with the impact of COVID-19.

Unconstituted groups may be eligible for funding but they need to contact the Migrant Centre NI prior to making the application.

The expectation is that the groups applying for this funding have the trust of the communities they work with and an understanding of the needs. We will not fund one off events or conferences but rather focus on the sustainability of the organisations or longer-term impact that can bring about change within the community.

Note: to be regarded as a BAME-led organisation you need to have at least 51% of your Board to be from BAME background themselves and at least 51% of your staff and volunteers combined will also need to be of BAME background. You must also be serving BAME communities with at least 75% of your service users being BAME.

The organisations' annual income should not be higher than £250,000, however, depending on demand we will prioritise groups and organisations with lower income and those that lack reserves.

We do understand the issues around the term 'BAME' and fully appreciate that this is not a homogenous group. However, due to lack of any other alternative terminology we will continue to use the term BAME for the purpose of this project.

HOW WILL DECISIONS BE MADE?

Migrant Centre NI may not be able to fund all projects as there may be more applications than there is funding available. However, all applications will be considered carefully. They will be looked at and assessed by a panel and feedback will be provided where requested.

For those community groups that are not constituted and have no or little experience of grant making Migrant Centre NI might put them in touch with bigger organisations who will be able to support them through the process or provide them with a bank account should the group not have one. We will also require our granted partner groups to attend capacity building meetings and/or training where we believe this would be beneficial.

SUBMITTING THE APPLICATIONS

We will encourage groups to email the filled in application forms to:
grants@migrantcentreni.org

However, if you are unable to email the application you can send it to:

BAME Covid-19 Recovery Fund

Migrant Centre NI

Unit 3, CIDO Business Complex

Charles Street

Lurgan

BT66 6HG

Due to coronavirus restrictions we might not be able to accept in person deliveries, but the organisation can hand-deliver to the above address. Please contact us for further guidance.

Whether emailed or posted you should expect a confirmation email or phone call within 72 working hours from Migrant Centre NI receiving the application. If you have emailed or sent the application and a confirmation has not been issued, please get in touch.

WHAT CAN WE FUND?

Grants can be used for Project / Activity costs or Core costs.

1. **Project costs/activities** should be to support the BAME communities in Northern Ireland through the impact of COVID-19. Applications can be for new projects which applicants are well placed to deliver, or to expand existing projects, or to fund existing work applicants are doing which is currently not funded. Applications cannot be for work which is already funded by someone else.
2. **Core costs**: Core costs may include rent, salaries, electricity bills, IT costs etc.; essential to keep applicant organisations going during the pandemic or essential to be able to continue the delivery in a more digital manner.

THIS FUNDING WILL BE INITIALLY TARGETED AT:

Organisations that are BAME-led and focus on the emergency needs within BAME communities, which may include:

- ✓ Organisations that support the ongoing needs of vulnerable people to ensure that their health and wellbeing is maintained
- ✓ Organisations in support of activities that relieve pressure on local statutory services, particularly emergency or health and social care provision, or complement their response
- ✓ Groups and activities that support vulnerable people self-isolating (the elderly, people with pre-existing medical conditions etc)
- ✓ Support for foodbanks and organisations working to combat hardship caused by the pandemic including child hunger

- ✓ Community response coordination
- ✓ Organisations or informal groups that have been specifically established to respond to the crisis
- ✓ Volunteer costs for new and existing organisations responding to the effect of the crisis
- ✓ Additional costs of working remotely and adapting services delivered in the wider community
- ✓ Additional support as required for emotional support, mental health and bereavement support

Secondarily, and if funds allow:

Support for organisations that provide support for vulnerable groups within BAME communities to counter the loss of income and fundraising which can be directly linked to the COVID-19 pandemic.

We will prioritise the provision of services to those in high risk groups:

- ✓ Experiencing or at risk of domestic abuse
- ✓ Experiencing poor or worsening mental health (compulsion, addiction, depression, isolation, self-harm, suicide, eating disorder)
- ✓ Experiencing poor or worsening physical health
- ✓ Experiencing poor or interrupted access to advice and services
- ✓ Experiencing or at risk of homelessness
- ✓ Living with conditions and/or a disability that increases their risk-related risks to COVID-19
- ✓ In poverty or at risk of poverty
- ✓ Refugees, asylum seekers and those who have no recourse to public funds
- ✓ Bereavement
- ✓ Children and young people receiving low quality education or access to education
- ✓ Other vulnerabilities
- ✓ Organisations in support of activities that relieve pressure on local statutory services, particularly emergency or health and social care provision, or complement their response
- ✓ Groups and activities that support vulnerable people self-isolating (the elderly, people with pre-existing medical conditions etc)
- ✓ Support for food banks and organisations working to combat hardship caused by the pandemic including child hunger
- ✓ Community response coordination
- ✓ Organisations or informal groups that have been specifically established to respond to the crisis
- ✓ Volunteer costs for new and existing organisations responding to the effect of the crisis
- ✓ Additional costs of working remotely and adapting services delivered in the wider community
- ✓ Additional support as required for emotional support, mental health and bereavement support

- ✓ Support for organisations that provide support for vulnerable groups to counter the loss of income and fundraising which can be directly linked to the pandemic

The funding should fall under one of the below categories as per NET's and Comic Relief guidance:

DEFINITION OF SERVICES FUNDED

Wellbeing Services

Supporting voluntary sector organisations to deliver a range of wellbeing services with some offering targeted specialist services. The main types of activities and items funded included:

- Befriending and outreach support to reduce social isolation
- Creative arts and healthy living workshops
- Fitness classes
- Counselling and therapeutic sessions (counsellors must be accredited and registered with one of the professional bodies)

Emergency Accommodation

Supporting voluntary sector organisations to provide shelter and accommodation services to people experiencing homelessness. The main types of activities and services funded included:

- Assistance with rent
- Housing advice services
- Temporary housing for victims of crime

Organisation Running Costs

Supporting voluntary sector organisations to adapt and respond to the pandemic. The main types of activities and items funded included:

- Purchase of equipment to deliver virtual services
- Salaries and sessional staff to meet the increasing demand
- Core funding to support organisations to continue services following a loss of income

Education and Training

Supporting voluntary sector organisations to offer formal training and skills development and educational coaching. The main types of activities and items funded included:

- Tutoring and homework clubs
- Ensuring children are equipped so they can successfully access educational support (for example, through the provision of internet and/or IT devices)
- Employment and skills development

Food, Medicines and other essentials

Supporting voluntary sector organisations to provide essential delivery services ensuring the practical needs of vulnerable individuals and families are met. The main types of activities and items funded included:

- Foodbanks
- Home delivery of essential items, including baby care packs and medication

Information and Advice

Supporting voluntary sector organisations to provide specialist and general information, guidance and advice online or by telephone. The main types of activities and items funded included:

- Helplines to connect people to wellbeing services
- Curation of content for distributing to local audiences by radio, YouTube TV, websites and community newsletters

Nursing and Personal Care

Supporting voluntary sector organisations and their key workers by helping to ensure they have the services they need to keep them safe whilst they assist and care for members of the community at greater risk of harm. The main types of activities and items funded included:

- Purchase and production of Personal Protective Equipment (PPE)
- Delivery of stimulating activities in care settings to entertain tenants
- Care packages for cancer patients

Temporary Emergency Response Coordination

Supporting community and volunteer-led resilience and response coordination to the pandemic. The main types of activities and items funded included:

- Covering the expenses of volunteers who are delivering essential services to response agencies and residents in their local community
- IT and communication expenses for coordinators to help them galvanise support and work effectively with local agencies

INELIGIBLE EXPENDITURE

The following costs are Ineligible Expenditure therefore we will NOT fund:

- × Where the funding is principally applied towards payment that supports lobbying or activity intended to influence or attempt to influence Parliament, Government or political parties, or attempting to influence the awarding or renewal of contracts and grants, or attempting to influence legislative or regulatory action. Notwithstanding the preceding sentence, we recognise the

importance of an independent civil society sector. We, therefore, recognise that Our Funded Partners are entitled to campaign within the law, in order to advance their aims, and that a reasonable portion of Funding given to a Our Funded Partners may be used in this way;

- × Using grant funding to petition for additional funding;
- × Input VAT reclaimable by Intermediaries from HMRC;
- × Payments for activities of a political or exclusively religious nature;
- × Payments reimbursed or to be reimbursed by other public or private sector grants;
- × Contributions in kind (i.e. a contribution in goods or services, as opposed to money);
- × Interest payments (including service charge payments for finance leases);
- × Gifts to individuals other than promotional items with a value of more than £25 a year to any one individual;
- × Entertaining (entertaining for this purpose means anything that would be a taxable benefit to the person being entertained, according to current UK tax regulations);
- × Statutory fines, criminal fines or penalties;
- × Liabilities incurred before the issue of this funding agreement;
- × Use in respect of costs reimbursed or to be reimbursed by funding from any other source; and
- × Use to purchase buildings or land.

If applicants operate in more than one area in the UK (i.e. national organisations with offices and beneficiaries in NI), we will need to ensure that there are no concerns or duplication of funding. Our focus is on grassroots locally based groups.

THE PROCESS

1. Well done for making it through the guidance notes! If you struggle to understand anything, please get in touch.
2. Application forms are available on our website or can be emailed on request.
3. Fill in and submit the application form and attach the documents requested. You will receive a confirmation of your application being received. Should the confirmation email or phone call not be received within 72 hours (excluding weekends) please get in touch. Technology can be unreliable, and we do not want anyone to miss out.
4. Wait for the decision.

If there are any further questions, please contact Migrant Centre NI on grants@migrantcentrteni.org.

We are hosting ZOOM webinars for potential applicants on 4th and 9th September 2020. Applicants can register here: [Eventbrite Registration](#)

If you have any difficulties signing up via Eventbrite, please get in touch with Migrant Centre NI to receive the link to join the meeting.