



South Yorkshire's
**Community
Foundation**

The Deakin and Withers Fund

Guidelines for applicants

The SYCF Grants Team

Local knowledge.
Wise investment.
Stronger communities.

Who can apply?

- Single, divorced, or widowed women over 40, who are in need, hardship or distress.

And

- Applicants must be active members of a church. 1000's of churches are eligible: Anglican, Roman Catholic, Methodist, Baptist, Pentecostal, Reformed, Lutheran, Salvation Army, Religious Society of Friends (Quaker), Orthodox, Oriental Orthodox, African-instituted - are just some of those who are eligible.

Please go to the Churches Together website for a full list -

<https://ctbi.org.uk/member-churches/>

What we fund

- household items
- utility bills

What we do not fund

- Anything already paid for
- Holidays

NB: Each application is assessed and awarded on its own merits – but is unlikely to be above £500.

How to apply

If you would like to apply, you must be able to fulfil the eligibility criteria. Please complete the application form downloadable from the SYCF website – www.sycf.org.uk and return it to the Foundation.

Alternatively, if you feel that you would like to discuss this fund in more detail, please telephone Fund Manager, Karen Alsop on **0114 242 9003**.

When filling in this application form:

This application form requires some of your personal information. We require these details to ensure we reach a fair decision. Your application will be kept confidential and we will never pass your personal information to any other parties.

Please note: This form must be read and witnessed by the Minister of your Church before submission.

How we will deal with your application:

Once we have received your application we will contact you by telephone, e-mail or letter with any enquiries and to inform you when we have reached a decision.

- We may also contact the Minister of your Church as a part of the assessment process.
- Please also be aware that we sometimes require evidence of anything stated on your form. Please ensure that you have the information available, if requested.
- If your application requests support with bills, then a copy of your bill(s) is required. If you require a household item then quotes for the item are required and must be sent with this application.

Please note: If you are unsure if you need to send anything with your application then please get in touch. We are happy to help.

How long does it take?

It usually takes a few weeks to process requests. Our decision making panel will aim to review your application within six weeks of submission. If you are successful then we will notify you of your success and the payment will be made directly to your bank/building society account.

If we are unable to help you with a grant award then we will notify you of our decision.

Please note: The Trust cannot disclose reasons why a grant is not awarded. Trustee decisions on your application are final.

Grant conditions

- you must comply with all special conditions included in the grant offer letter and any attached correspondence
- the grant will be used for the sole purposes as stated on the application form, and any changes confirmed in writing in advance of the grant being awarded, if this is not possible, then the grant must be returned to the Foundation
- if the grant is misused, the full amount of the grant must be paid back to the Foundation (The Deakin and Withers Fund)
- any assets bought with a The Deakin and Withers Fund grant cannot be sold, disposed of or given away to any other group or individual without prior approval in writing of the Foundation on behalf of the The Deakin and Withers Fund