

The Armistice and Armed Forces Communities Programme
– *Remembering and supporting their contribution*

Question and answer document

1. What is the Armistice and Armed Forces Communities Programme?

This is an awards programme to be run by the Armed Forces Covenant Fund Trust to promote community integration in areas of need by supporting local communities to consider the Armed Forces Covenant and its relevance today in the context of the WW1 commemorations. The programme will make awards for groups to obtain silhouettes to create a community focus to Armistice commemorations and think about the Armed Forces today.

Using the Armistice as a focal point, the programme will achieve the following aims

- Raise awareness of the Armed Forces Covenant in local communities
- Promote community integration by bringing Armed Forces and civilian communities together for an event
- Offer support to communities in areas of economic deprivation, or other challenges who might not otherwise be able to come together for a community integration project

2. What do we mean by Community Integration?

One of the aims of the Trust is to promote community integration and good relationships between members of the Armed Forces Community and civilian communities. The Trust has made a number of grants through its Local Grants programme to bring communities together through events and shared projects.

3. What is the Armed Forces Community?

This is a term that refers to people who are currently serving in the Armed Forces, their families (particularly partners, spouses and children); and veterans. Veterans can be a range of ages; and includes younger veterans. The Armed Forces Community also includes those serving as reservists; and Cadets.

4. What is the Armed Forces Covenant?

The Armed Forces Covenant is a promise from the nation that those who serve or have served, and their families, are treated fairly. You can find out more at <https://www.armedforcescovenant.gov.uk/>

5. What is the Covenant Fund?

The Covenant Fund is an annual grant of £10 million which is paid to the Armed Forces Covenant Fund Trust to fund grant programmes that support the armed forces community.

6. What is the Armed Forces Covenant Fund Trust?

The Covenant Fund was previously administered by an in-house MOD team by the funding has moved to the new independent trust as from 1 April 2018. The Armed Forces Covenant Fund Trust manages the grant programmes funded by the Covenant Fund. You can find out more about our work at www.covenantfund.org.uk

7. Who can apply for an award under this programme?

You will need to be one of the following types of organisation

- A charity
- A charitable interest company

- A place of worship
- A community organisation such as a village hall, or community centre
- Humanist or other place of reflection that is not linked to religious observance
- A chapel or other places of worship, or multi-faith facility within a hospital or Armed Forces base, where people would not otherwise be able to engage in remembrance and engagement activity without financial resources
- A school
- Any other community organisation with a constitution where people can come together in a physical space such as a sports club.

Applicants must be a community organisation, with a constitution, or a charity or CIO with at least two formally appointed but unrelated people who can act on behalf of their organisation. No awards will be made to individuals

8. Do we need to live in an area of need to apply for an award?

We are targeting the funding towards communities that have the most financial need for additional support in order to make their event happen. This will mean applicants should show us that getting some help from us will enable them to run a project that would not otherwise be able to happen. We understand that many communities might have a financial need even though located in areas which are not socially deprived, and you can tell us about the need in your community in the application form

If we receive more applications than we can fund; then we may prioritise applicants in financial need in areas of recognised deprivation.

9. What information will my organisation need to put in the application form?

You will need to tell us

- Where your project will take place; such as a place of worship or community venue
- What type of event you will run to bring your community together
- How you will include a range of people within your community in your event; including people from the Armed Forces Community. This could include inviting veterans or working with local bases, reserve bases or cadet groups
- Why you need some help to obtain the silhouettes to run your project

10. How can an organisation apply for an award?

The programme will open for applications on 1st June 2018 and close for applications on 30th June 2018. You can apply through the Armed Forces Covenant Fund Trust website. You can only apply for an award in this period

11. When will an organisation find out if they have been successful?

You will find out in August if you have been successful

12. Are any applicants guaranteed an award?

The programme has a fixed budget. No organisation is guaranteed an award as it is a competitive process. Applications that read the guidance carefully and spend time planning their project may be more likely to be successful.

13. Will an applicant be more likely to receive an award if they apply early?

All applications received before the end of June will be assessed on their merits. We recommend however that organisations do not leave it to the last minute to apply as this will give you more time to plan your project and your application to us

14. Is the application form difficult?

The application form has been designed to be easy to fill in. You will be asked about your organisation, why you would like some help from us, and how you plan to hold a community event. You will need to give us the names of 2 people who are involved in running your organisation and authorised by your organisation to apply

15. Will an applicant get confirmation that their application has been received?

Yes, you will get an email to confirm that your application has been received after you submit your form

16. What can the award be used for?

The award will be used to help your organisation obtain silhouettes for benches or silhouettes for chairs. You will need to tell us whether your silhouettes are for benches or chairs when you apply. You can use the silhouettes in your local community to reflect on the Armistice and Armed Forces Communities today. As part of your award, you will need to commit to holding a self-funded event in your community to bring people together.

17. We had wanted a larger 6 ft Aluminium Tommy. Can we get a grant to support this?

No. This awards programme is designed to bring people together in community buildings and settings to think about the Armed Forces Community today. Awards are restricted to the seated silhouettes

18. How many silhouettes can my organisation get with the award?

You can get up to 10 silhouettes. These are the two seated types rather than the large external aluminium type.

19. If I apply for 10 silhouettes, will my organisation receive 10 if successful or may we get fewer?

We want organisations to ask for the right number of silhouettes for their project. If you are filling a large space, then having more silhouettes will have a greater impact. If we receive many more applications than we can fund, we may look at how we can best support lots of projects across the country and this might mean that some projects are offered a slightly smaller number of silhouettes than they applied for.

20. Can I apply for an award by post?

No. All applications must come through the application form on the Armed Forces Covenant Fund Trust website.

21. How will successful award holders receive their silhouettes?

If we make an award to your organisation we will write to you to tell you the news; and how many silhouettes we are able to fund. We will then pass your details to There But Not There who will deliver the silhouettes to you directly. This will save your organisation time and effort. There But Not There will contact successful applicants after their award has been made to confirm the delivery date.

22. Will the silhouettes come in good time for November?

Absolutely. You will receive your silhouettes in good time if we make you an award.

23. Why won't my organisation receive the money directly to buy the silhouettes?

This is a targeted award scheme to enable communities to come together to think about the Armistice, and Armed Forces Communities today. This programme may make several thousand awards across the UK. By liaising directly with There But Not

There to supply your silhouettes directly to you; we can streamline the process saving you time and us administration costs.

24. Who will need to organise and provide items for the event?

We are delivering this grant programme in partnership with local communities. We can provide you with help to obtain the silhouettes as a focal point for your community. **Your event is your responsibility to plan, organise and fund.**

25. What type of an event will an award holder need to run?

Your event can be modest and does not have to cost you much to run. It might be tea and cake following a remembrance event. Perhaps people in your community could bring and share a lunch. It should be open to people in your community, promoted ahead of time and you should think about how you can bring together people from the Armed Forces Community and the civilian community in your local area

26. Who should be invited to an event?

Your event should be open to everyone in your local community and not just be for people who are members of your organisation or who regularly attend your organisation. Strong applications will be able to tell us how they will invite or involve people from the Armed Forces Community

27. When will I need to hold the event?

We anticipate that most award holders will wish to hold their event around the time of the Armistice commemorations on 11th November 2018. Your event will need to be held by 30th November 2018.

28. What will an award holder need to do after an event?

You will need to fill in a short form for us, telling us about how you used your silhouettes and the event that you had. You should also be able to send us photographs as part of this

29. Will the silhouettes be ours to keep?

If we make you an award, the silhouettes will be yours to use in future and we hope that your organisation will use them for Remembrance Day or similar occasions for years to come.

30. My organisation is not eligible for an award. What can I do?

Many types of local organisations will be eligible. Your community group will need to have a constitution to be able to apply. If your group is more informal, then you may be able to work with another local organisation such as a village hall or place of worship. They would need to be the organisation that applied for the award.

31. Are there any local sources of help that I can use to better understand the Armed Forces Community in my area?

Most areas have a local Covenant Partnership, which brings together a range of partners; and may have produced local documents or booklets about the Armed Forces Community in your area. Your local authority will be able to help further. If you live in a district authority area, then you should talk to your county council.

Alternatively, if you can't find information from your local authority, then this may help

32. My organisation is seeking funding to run a bigger community event or project linked to the Armistice. Are there any other sources of funding available?

The Armed Forces Covenant Fund Trust runs a Local Grants programme and can make awards of up to £20,000. You can find out more at www.covenantfund.org.uk

Not all organisations that are eligible to apply for an Armistice and Armed Forces Communities grant are eligible under the Local Grants programme, so please read the guidance carefully.

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