

GUIDANCE NOTES

GUIDELINES:

The YBS Charitable Foundation's Small Change Big Difference® Fund aims to support charities providing urgent support or relief to those experiencing financial hardship, to enable them to address immediate needs.

The Charitable Foundation accepts nominations from Yorkshire Building Society members and colleagues. Donations range from £250 to £2,500.

These guidelines are for the Small Change Big Difference® Fund and donations are made to charities nominated by colleagues and members.

BASIC ELIGIBILITY CRITERIA FOR CHARITIES:

- Registered with the Charity Commission, the Charity Commission for Northern Ireland or the Scottish Charity Regulator.
- Nominated by a Yorkshire Building Society member or colleague.
- Beneficiaries in the UK.
- Have not received a YBS Charitable Foundation donation in the last 2 years (*However local branches of a larger charity that operate under one registered charity number may be considered*).
- Submitted their annual returns on time to the Charity Commission, the Charity Commission for Northern Ireland or the Scottish Charity Regulator.

CHARITY FUNDING THEMES INCLUDE (BUT ARE NOT LIMITED TO) THOSE PROVIDING:

- Debt advice or financial support.
- Food / energy / baby banks providing essential living supplies.
- Support for rough sleepers and individuals without a secure home.
- Crisis support for survivors of abuse.
- Community centres based in areas of high deprivation (as defined by the Indices of Multiple Deprivation).

THE FOLLOWING WILL NOT BE CONSIDERED:

- Charities serving only a specific sector of the community selected on the basis of political or religious grounds/advancement.
- Animal welfare charities.
- Activities for beneficiaries outside the UK.
- Charities that have not submitted their annual returns to the Charity Commission, the Charity Commission for Northern Ireland, or the Scottish Charity Regulator.
- Charities or Local Branches that have received a YBS Charitable Foundation donation in the last 2 years.
- Community Interest Companies, community or voluntary organisations that are not registered charities.

WHAT WE WILL FUND:

Charities can apply for donations of up to £2,500. These donations are unrestricted grants that can be used for project or core costs – for example, charity staff salaries and wages, rent, and other operational costs.

PRIORITY WILL BE GIVEN TO THE FOLLOWING:

- Charities whose aims are a strong fit with the Charitable Foundation's priorities to provide urgent support or relief to those experiencing financial hardship. For example: foodbanks, debt advice charities and support for those without a secure home.
- Charities that are based in areas of high deprivation – you can use the Indices of Multiple Deprivation tool to check if you're not sure. The Charitable Foundation will prioritise charities that support beneficiaries in the top 20% of deprived areas in the UK.
- Charities that have an annual income turnover of less than £100,000.

THE FOLLOWING WILL NOT BE CONSIDERED:

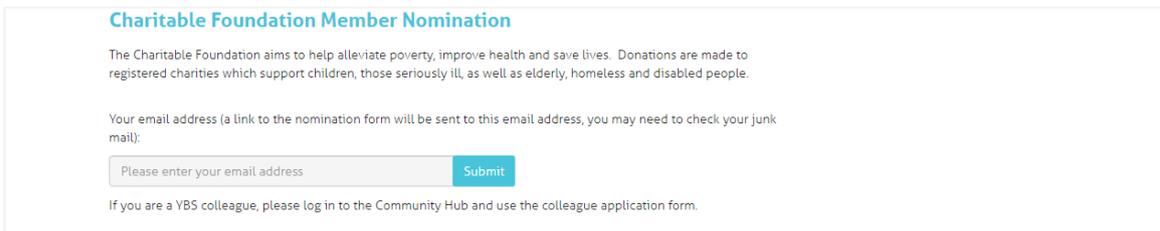
- Overseas travel, expeditions, or educational expenses, including cases that would otherwise qualify for support but require funds for activities outside the UK.

Due to the limited funds of the Charitable Foundation, donations are awarded on a priority basis as agreed by the trustees.

HOW TO APPLY:

Members can apply using the [link](#) on our website. Colleagues can apply directly on the [Community Hub](#).

1. If you are a **member**, click the link above and enter your email address to receive a link to the nomination form.



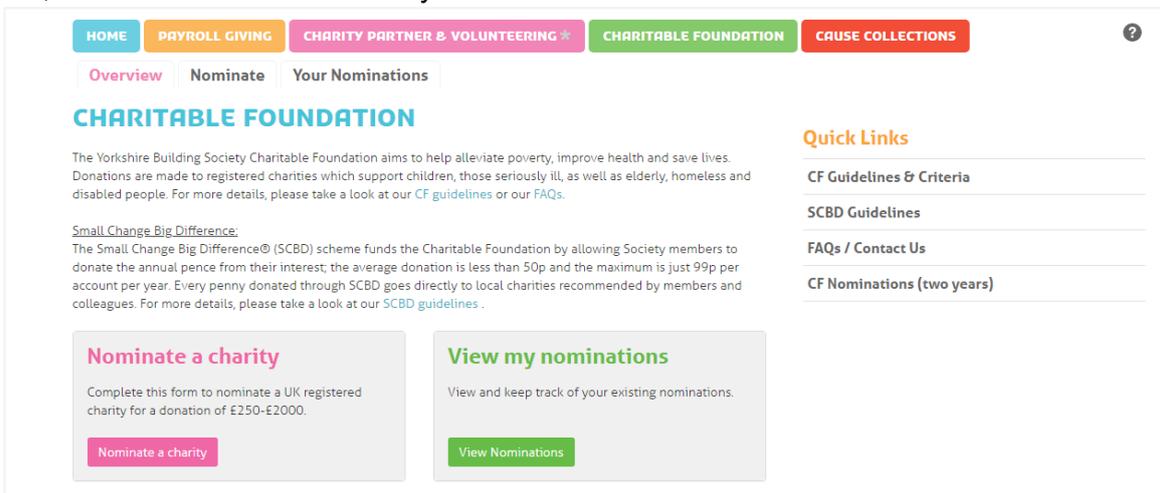
Charitable Foundation Member Nomination

The Charitable Foundation aims to help alleviate poverty, improve health and save lives. Donations are made to registered charities which support children, those seriously ill, as well as elderly, homeless and disabled people.

Your email address (a link to the nomination form will be sent to this email address, you may need to check your junk mail):

If you are a YBS colleague, please log in to the Community Hub and use the colleague application form.

2. Once you've received the link to the nomination form via email, you'll be able to complete the nomination.
3. If you are a **colleague**, please apply on the Community Hub. Click the Charitable Foundation tab, and then 'Nominate a charity'.



HOME | PAYROLL GIVING | CHARITY PARTNER & VOLUNTEERING * | **CHARITABLE FOUNDATION** | CAUSE COLLECTIONS

Overview | **Nominate** | Your Nominations

CHARITABLE FOUNDATION

The Yorkshire Building Society Charitable Foundation aims to help alleviate poverty, improve health and save lives. Donations are made to registered charities which support children, those seriously ill, as well as elderly, homeless and disabled people. For more details, please take a look at our [CF guidelines](#) or our [FAQs](#).

Small Change Big Difference:
The Small Change Big Difference® (SCBD) scheme funds the Charitable Foundation by allowing Society members to donate the annual pence from their interest; the average donation is less than 50p and the maximum is just 99p per account per year. Every penny donated through SCBD goes directly to local charities recommended by members and colleagues. For more details, please take a look at our [SCBD guidelines](#).

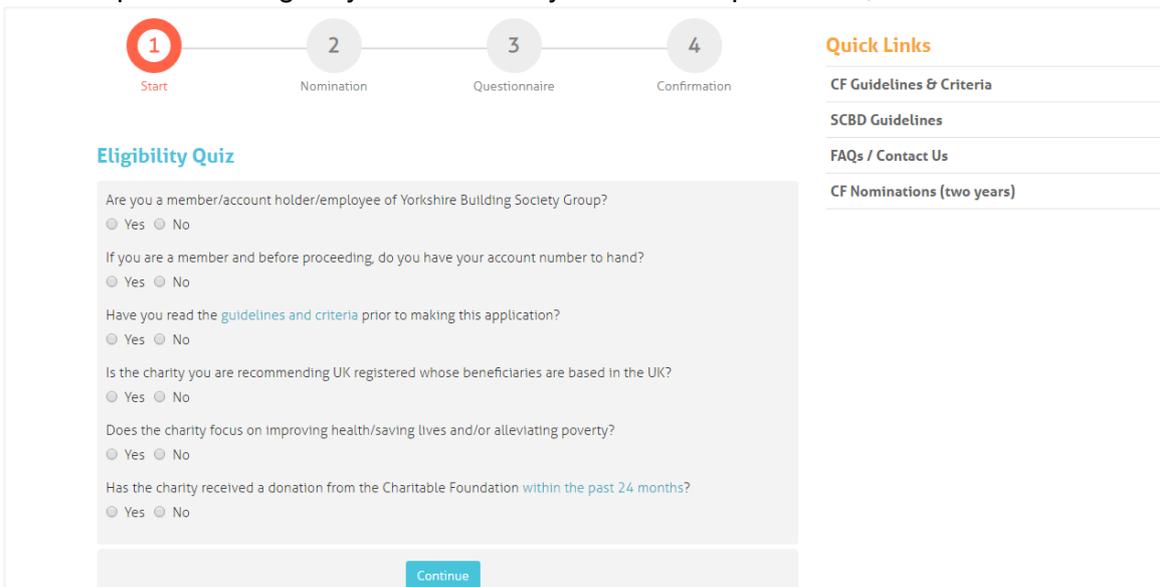
Nominate a charity
Complete this form to nominate a UK registered charity for a donation of £250-£2000.

View my nominations
View and keep track of your existing nominations.

Quick Links

- [CF Guidelines & Criteria](#)
- [SCBD Guidelines](#)
- [FAQs / Contact Us](#)
- [CF Nominations \(two years\)](#)

4. The first part is an Eligibility Check. Once you have completed this, click 'Continue'.



1 Start | 2 Nomination | 3 Questionnaire | 4 Confirmation

Eligibility Quiz

Are you a member/account holder/employee of Yorkshire Building Society Group?
 Yes No

If you are a member and before proceeding, do you have your account number to hand?
 Yes No

Have you read the [guidelines and criteria](#) prior to making this application?
 Yes No

Is the charity you are recommending UK registered whose beneficiaries are based in the UK?
 Yes No

Does the charity focus on improving health/saving lives and/or alleviating poverty?
 Yes No

Has the charity received a donation from the Charitable Foundation [within the past 24 months](#)?
 Yes No

Quick Links

- [CF Guidelines & Criteria](#)
- [SCBD Guidelines](#)
- [FAQs / Contact Us](#)
- [CF Nominations \(two years\)](#)

5. Enter your charity details. The charity contact will be contacted if we need further information regarding your application, and also to verify payment details if the application is successful.

6. If your charity isn't in the search results, click 'Can't find the organisation'. You'll be able to search for the charity, or if it's still not on our system, you can enter the details manually by clicking 'I can't find my organisation on the right'.

The screenshot shows a 'Suggest an organisation' modal window. The modal has a title bar 'Suggest an organisation' with a close button. It contains two input fields: 'Country' with a dropdown menu showing 'United Kingdom' and 'Organisation name' with a text input field containing the placeholder 'Start typing the name and select from the list'. Below these fields is a light blue box with the heading 'Searching for your organisation' and the text: 'Please start typing the name of your organisation. We will provide a list of organisations from our database of thousands of organisations which have been carefully checked to make sure they tick all the right boxes.' At the bottom of the modal are 'Back' and 'Continue' buttons. The background shows a 'Nomination' form with fields for charity name, contact name, email, and telephone number.

7. Once you've entered your charity details, click 'Continue' and you'll be taken to the nomination questionnaire. Please complete your application.
8. Once you have completed your application, click 'Continue'.
9. You'll have the chance to review the application before you submit.
10. Once you have submitted your application, you will receive an email confirming that the application has been received.

Applications for this fund will be reviewed on a quarterly basis by the Trustees of the Charitable Foundation. You can expect to hear back within three months of submitting an application.

Payments will be made via Charities Trust. You may be contacted by an employee of Charities Trust to verify your charity bank details.

If you have any questions about your application, please get in touch with community@ybs.co.uk.