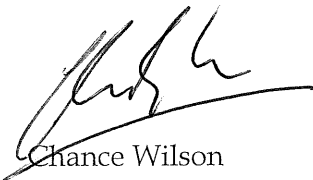


**FINANCIAL SUPPORT AVAILABLE TO UNITS 2025-26
FROM
THE NORTH WEST OF ENGLAND & THE ISLE OF MAN
RESERVE FORCES' AND CADETS' ASSOCIATION**

INTRODUCTION

1. Each Financial Year (1 April - 31 March), the North West of England & the Isle of Man Reserve Forces' and Cadets' Association (NW RFCA) is pleased to offer the opportunity to Reserve and Cadet units across the region to bid for financial support to assist with projects and activities for the benefit of their personnel.
2. NW RFCA has three key streams of financial support which, depending on their eligibility, are available to units:
 - Regionally Generated Income (RGI)
 - Employer Engagement Grants (EEG)
 - Trust Funds
3. This document explains how units can access these funds, including the relevant application forms and contact details.
4. The eligibility by unit for each funding stream is outlined in Annex 4.
5. This instruction and the respective annexes can be found on the NW RFCA website: www.nwrfca.org.uk



Chance Wilson
Chief Executive
The North West of England & The Isle of Man Reserve Forces' & Cadets' Association

Annexes:

- Annex 1: RGI and Trust Application Form for purchases
- Annex 2: RGI Application Form for Adventure Training Grant
- Annex 3: Application for Employer Engagement Grant
- Annex 4: Eligibility by Unit for Funding

1. REGIONALLY GENERATED INCOME (RGI)

1.1 Background

The Reserve Estate is authorised to generate income for the benefit of both Reserve and Cadet Units. This is achieved through the commercial letting of Army Reserve Centres and other facilities through NW RFCA's Commercial Operations, Alternative Venues (AV) North West.

There are two types of RGI funding available to units:

- Units that participate in AV activity receive a percentage return of the income generated at the end of the Financial Year (subject to completion of year end returns). This money does not have to be bid on from NW RFCA as it is already allocated. However the Commanding Officer does need to complete the Certificate of Compliance. For hire of buildings, 40% is allocated and for those sites with telecommunication masts on their site, 25% is allocated.
- **All sites** are able to apply for assistance with funding (an "RGI Grant"), irrespective of whether the site has generated money through Alternative Venues or not. A proportion of ALL income generated by AV on the Reserve Estate, is set aside to fund such applications, as NW RFCA is aware that those sites that are unable to generate RGI are not necessarily unsupportive of Alternative Venues.

1.2 Financial Allocations

Historically, NW RFCA support for **Adventure Training Exercises** has, in the main, supported grants of:

- £50-£75 per volunteer soldier, sailor or airman of the rank of Corporal and below, and to cadets (and their CFAVs).
- Officers and Senior Ranks up to £50.
- Civilian Instructors within Cadet Forces up to £50.
- For SCC and CCF's up to maximum of £25 per cadet/CFAV.

1.3 Bid Process

Units can bid for RGI for two types of requests:

- **Specific purchases** (using the application form at **Annex 1**). Please note that 3 quotes should be obtained and a Unit contribution is expected
- **Funding to support Adventure Training Exercises** (using the application form at **Annex 2**)

Monthly financial meetings are held to review all RGI applications. Bids should be sent to Anne Chengo (Head of Finance) nw-finance@rfca.mod.uk by the **10th of the month**. You will be informed of the outcome within the calendar month.

It is imperative that the Commanding Officer (Officer Commanding of an independent unit) of a reserve unit, County Commandant (ACF), Wing Officer Commanding (ATC) and NW

Area Officer NW Sea Cadets (SCC) and OIC CCF units MUST personally sign the application with his/hers explanation of why the request should be supported. Any unsigned applications from the above requirement will not be considered.

1.4 Points of Contact

If you have any questions or require assistance regarding RGI bids, contact:

- Anne Chengo, Head of Finance NW RFCA: Email: nw-finance@rfca.mod.uk
- Carol McGowan, Head of Commercial Operations NW RFCA
email nw-hco@rfca.mod.uk

2. EMPLOYER ENGAGEMENT GRANTS

2.1 Background

The purpose of Employer Engagement Grants (EEG) is to cover the cost of entertaining employers (and other individuals involved in the engagement of employers) at approved functions to further the aims and objectives of the Defence People Programme through the Armed Forces Covenant and Employer Recognition Scheme. This includes receptions, dinners and visits in the UK and overseas.

2.2 Eligibility

Reserve and Cadet Units are eligible to apply for EEG, provided there is a clear benefit in terms of Employer Engagement. Eligibility will be arbitrated by the Regional Employer Engagement Director. Expenditure will be governed by JSP 462.

2.3 Bid Process

Applications for Regional Employer Engagement Grants are to be made using Annex 3 to this document after telephoning or emailing the Head of Engagement, details below, to discuss the outline plan.

2.4 Timing of bids

Bids are to be discussed as soon as you start to plan the event IOT allow the Regional Employer Engagement Director to work with you to achieve Defence aims and that of the unit.

2.5 Point of Contact

Maj (Retd) Geoff Nuzum, Head of Engagement, NW RFCA: Mobile 07816 599302
Email: nw-headeng@rfca.mod.uk

3. TRUST FUNDS

3.1 Introduction

NW RFCA currently administers eight active Trusts, aimed at disbursing charitable funds to Reserve and Cadet Units to support projects, facilitate activities and enhance welfare. Each Trust is governed by a Board of Trustees (made up from the Volunteer Association membership) which is responsible for ensuring the fair consideration of bids and subsequent distribution of funds.

NW RFCA is responsible for the following eight Trusts:

- **Blackpool Drill Hall (Yorkshire Street) Trust Fund (BDH):** to promote any charitable purpose in connection with any unit or units of the Reserve Forces or Cadet organisations which operate in Blackpool or in the County of Lancashire west of the M6 motorway, or, if all such units cease to exist, for the benefit of the citizens of Blackpool as a whole.
- **Congleton Drill Hall Trust Fund (CDH):** To provide facilities for furthering the efficiency of Units and Members of the Reserve Forces and the Service Cadet Organisations in the borough of Congleton, Cheshire East, Cheshire West, Chester and County of Cheshire.
- **Macclesfield Drill Hall Trust Fund (MDH):** to provide facilities for furthering the efficiency of units of the Army Reserve in the County of Cheshire and the Metropolitan Borough of Wirral. This is also to include Cadets from all three Cadet organisations in this area.
- **North West Army Cadet Force Trust Fund (NW ACF):** provision and support of training and education and duties of good citizenship for young persons in the Army Cadet Force in the North West of England. To help young people develop physically, mentally and spiritually so that they may grow to full maturity as individuals and good citizens and members of society.
- **Stretford Road Trust Fund (SR):** to provide facilities for furthering the efficiency of units of the Army Reserve in the Palatine County of Lancaster, providing that the expenditure cannot be properly met out of public funds.
- **The West Lancashire Territorial Soldiers' Fund (SF):** For the general benefit of all the West Lancashire Territorial Troops.
- **Sir A L Jones Trust Fund: (ALJ):** The encouragement and promotion of proficiency in rifle shooting in and among members of the Reserve Forces, Cadet Corps and other like bodies in West Lancashire and other areas.
- **The Crosby Road Trust (CRT):** For the benefit, support and encouragement of recruiting for the use of the territorial (reserve) forces of the realm in Great Crosby and places in its vicinity.

3.2 Eligibility

Units are advised to refer to Annex 4 to ascertain eligibility for each Trust.

It is imperative that the Commanding Officer (Officer Commanding of an independent unit) of a reserve unit, County Commandant (ACF), Wing Officer Commanding (ATC) and NW Area Officer NW Sea Cadets (SCC) and OIC CCF units MUST personally sign the application with his/hers explanation of why the request should be supported. Any unsigned applications from the above requirement will not be considered.

3.3 Bid Process

Trusts meet annually in November (see bidding timeline below). Bids for Trust funding are to be made using the form at Annex 1. The Trustees have approved a wide range of applications. Some examples include cameras, boats, and catering equipment. The Trusts welcome bids from all eligible units.

3.4 Bidding Timeline for Trusts FY 2025/26

- **1 August – 10 September 2025**
 - Units Submit Bids for Trust Funding
- **1 October – 31 October 2025**
 - RFCA Review Unit Bids
- **1 – 30 November 2025**
 - Meeting of Trustees to Review Unit Bids
 - Communication of Decisions
- **1 December 2025 – 31 March 2026**
 - Units to Purchase and Subm/it Invoices
- **By 1 April 2026**
 - Instruction for Financial Year 2025/2026 Distributed to Units

3.5 Point of Contact

If you have any questions or require any assistance, please contact:

- Anne Chengo, Head of Finance, NW RFCA
Email: nw-finance@rfca.mod.uk