



Guidance for users creating a grant application for the West Berkshire Council and Greenham Trust COVID-19 Mental health Fund:

- 1. Charitable organisations must create a new fundraising project on The Good Exchange platform (please do not amend an existing project)
- 2. When you get to the 'Benefits' section of the application and are asked what charitable category your project falls into please type 'mental health' into the search box and click on the phrase 'Mental health' to select it. This item will then move to the 'Selected Categories' section on the right hand side of your screen and will ensure that your project matches with the 'Surviving to Thriving' scheme for West Berkshire Council and Greenham Trust to review
- 3. Please include the words 'Mental Health / Surviving to Thriving' in the project's title
- 4. The 1st paragraph of the project's description must include an outline project of the fundraising project and how it relates to COVID-19 and mental health.



