



VIBRANT SHROPSHIRE

A Cultural Compact

SMALL GRANTS FUNDING FOR CULTURAL ORGANISATIONS 2024 - 2025

GRANT GUIDELINES AND CRITERIA

**Deadline:
12:00pm Monday 22nd April 2024**

Vibrant Shropshire: a Cultural Compact has received funds from the UK Government through the UK Shared Prosperity Fund to run this grants programme.



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OVERVIEW

Vibrant Shropshire, the county's Cultural Compact, has secured funding from the UK Government through the UK Shared Prosperity Fund to support organisations across Shropshire to deliver cultural projects that help address some of the county's cultural priorities.

A total fund of £100,000 was secured, £50,000 was distributed in the first round and £50,000 will be distributed in round two.

Applicants can apply for a grant of between £1,000 to £5,000 for cultural revenue projects during 2024/25.

Projects must meet the criteria of this funding and address at least two of the funding priorities.

Alongside the funding, Vibrant Shropshire will be running training and development workshops, funded by Arts Council England, and successful applicants will be encouraged to attend these.

This project is funded by the UK Government through the UK Shared Prosperity Fund.

The UK Shared Prosperity Fund is a central pillar of the UK Government's Levelling Up agenda and provides £2.6 billion of funding for local investment by March 2025.

The Fund aims to improve pride in place and increase life chances across the UK investing in communities and place, supporting local business people and skills.

For more information, visit

<https://www.gov.uk/government/publications/uk-shared-prosperity-fund-prospectus>

INTRODUCTION

Vibrant Shropshire's Cultural Compact is a cross sector partnership, bringing together culture, business, education, healthcare and allied sectors. It is currently facilitated by Shropshire Council and a volunteer board.

It was recently formed to help deliver the county's cultural strategy, **Vibrant Shropshire**, and help culture thrive in the county and increase health, wellbeing, resilience, economic prosperity and environmental sustainability.

Vibrant Shropshire has secured funding from the UK Government through the UK Shared Prosperity Fund to deliver a grants programme.

Funding has also been secured from Arts Council England to support a series of related two-hour training and networking workshops. Successful applicants will be encouraged to attend these workshops.

To be eligible for funding you must be a partner of Vibrant Shropshire. There is no charge for partnership. You can become a partner **here**.

Organisations are invited to apply for revenue grants of £1,000 - £5,000 to support cultural events and activities that contribute to the delivery of **Vibrant Shropshire**, the county's cultural strategy.

Only revenue projects will be funded in this round of funding.

The Cultural Strategy also supports the delivery of the Shropshire Plan and the Economic Growth Strategy.

All funding contracts will be managed by Shropshire Council.

Match funding

Applicants are expected to match the grant with at least 10% match funding from other funding sources or support in kind.

We define culture as:

Visual and performing arts, music, dance, crafts, museums, heritage, history, archaeology, archives, architecture, libraries, open spaces, countryside recreation, sport, hospitality, cafes and restaurants, visitor attractions and locally produced food and drink.

WHO CAN APPLY?

Organisations must be:

- based in and / or deliver the project in Shropshire (unitary area)
- a partner in Vibrant Shropshire
- holders of a UK bank account in the name of the organisation that they're applying in
- an organisation or a group with a constitution or other similar Governance framework
- able to confirm that they have not received more than £315,000 (including this grant request) in public subsidies/grants or support in the current financial year, and the preceding two years

You cannot apply if:

- you are applying for funding for activities that do not benefit cultural practitioners, cultural participants or cultural audiences in Shropshire (unitary area)
- you are applying in a purely personal capacity
- you are applying for activities that:
 - are not related to culture
 - do not support the delivery of our priorities
- you are delivering a political or religious activity

FUNDING PRIORITIES

All applications must address the following priority:

Overcome barriers to participation in culture, especially for one or more of the following groups:

1. young people (0-25)
2. older people (50 plus) who are at risk
3. isolated rural communities
4. members of the Special Educational Needs and Disabilities (SEND) community
5. financially disadvantaged members of the community
6. members of the community with other protected characteristics

The project should be accessible, inclusive, support social inclusion and break down barriers to participation especially for at least one of the above communities.

Priority will be given to projects that:

- address the needs of rural, isolated communities
- actively engage people from the above communities or that have other protected characteristics
- demonstrate best practice in supporting the additional needs of the community
- can evidence the need or demand for the activity through consultation with members of community

All applicants must also address at least one of the following priorities.

Applicants do not need to address all priorities:

Increase the delivery of cultural initiatives that have a positive impact on health and wellbeing.

Applicants should demonstrate how they will support the health and wellbeing (physical/mental) of the community through the delivery of a cultural project.

Priority will be given to projects that tackle health inequalities with a focus on:

- the most deprived and other underserved groups in communities
- adults living with the following conditions:
 - maternity, severe mental illness, chronic respiratory disease, early cancer diagnosis, hypertension
- children living with the following conditions:
 - asthma, diabetes, epilepsy, oral health, mental health
- self-responsibility and early intervention
- encouraging healthy lifestyles eg physical activity, healthy weight, smoking cessation, reducing social isolation
- enabling positive mental health
- improving the health of children, young people and their families
- partnerships:
 - working with health and care services to promote and provide non-clinical enablers to health and wellbeing
 - strengthening communities and community-based support

Increase the number of people working in the cultural sector through the provision of volunteer or work experience opportunities and development opportunities for existing staff.

Projects should support more people to find work in the cultural sector by providing them with high quality opportunities for development, volunteer or work placements.

Priority will be given to projects that:

- provide opportunities for
 - young people (0 - 25 years old)
 - older people at risk (50 plus)
 - isolated communities with limited access to culture
 - members of the SEND community
 - members of the community who are financially disadvantaged
 - have another protected characteristic
- provide development opportunities for multiple individuals
- offer ongoing paid work, volunteering or work placement opportunities

Engage more children and young people in cultural activities

The project should engage children and young people (up to 25 years of age) in the project as active participants with roles such as performers, makers, apprentices, programmers, volunteers, curators and reviewers.

Priority will be given to programmes that include opportunities for young people to:

- progress into other projects, volunteering, employment and training opportunities
- develop new life and technical skills
- access cultural opportunities where there is limited provision for children and young people

Use culture to raise awareness of climate change, encourage the cultural sector to operate in a more environmentally sustainable way and celebrate and care for Shropshire's natural environment

Applications are welcome that:

- address climate change by allowing cultural practitioners to change their methods of operation in the cultural sector to a more environmentally sustainable method

or

- use cultural activities to help raise awareness of environmental issues and actions that can help mitigate them

or

- celebrate, increase access to, nurture and enhance Shropshire's natural environment

Priority will be given to projects that can:

- demonstrate a way of working that can be shared and adopted by others
- demonstrate a long-term impact

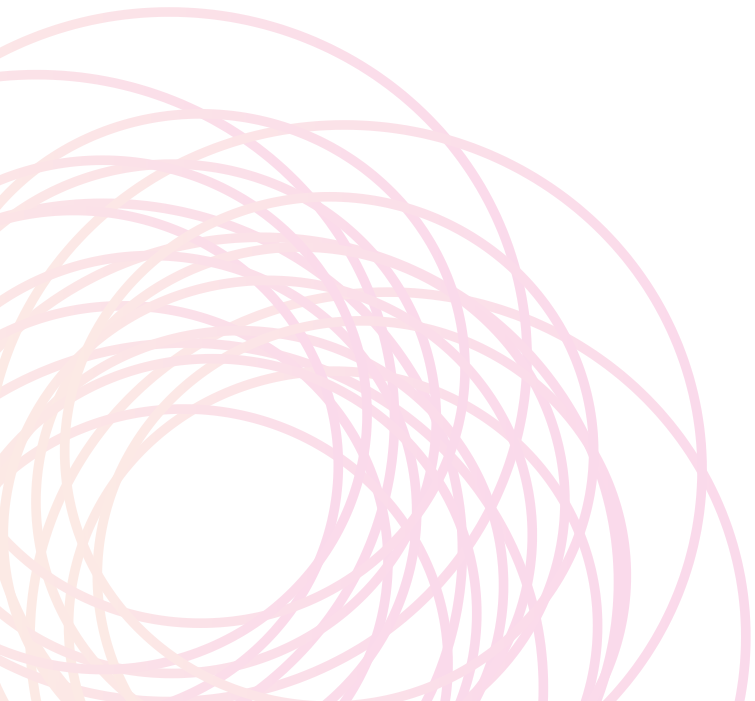
Enhance cultural organisations' long-term financial resilience and their impact on the local economy.

Projects should support future development and financial sustainability for the organisations involved.

Where possible, the project should provide employment and economic benefit for Shropshire-based cultural practitioners and support services as well as provide opportunities for volunteering.

Priority will be given to projects that:

- help increase the financial resilience of the organisation
- employ local artists, cultural practitioners and educators
- procure services from local businesses such as design, print, catering, venue hire and technical support
- provide volunteering opportunities
- provide training or development opportunities to develop skills and confidence of people
- link to other initiatives
- result in new work being developed
- help the organisation grow



ALLOCATION OF FUNDING

This grant programme is a competitive process and grants will be made to the applicants that demonstrate the closest alignment with the priorities and criteria.

It is anticipated that the grants will be in high demand and not all applicants will be successful.

For this round of funding, activity needs to be completed by March 2025.

Please note the scoring details on the application form against each question. These show how these priorities will be weighted.

TIMESCALES

Applications Open	Monday 25th March 2024
Application Deadline	12pm Monday 22nd April 2024
Successful Applicants notified	w/c 13th May 2024
Successful applicants issued with offer letter and terms and conditions	w/c 3rd June 2024
Purchase Order Number issued for 90% grant	June 2024
Monitoring and Evaluation Review	Every 6 months
Project to be completed	End of March 2025
Final 10% of grant to be paid on receipt of Monitoring and Evaluation report	April 2025

TYPES OF PROJECTS THAT MIGHT BE FUNDED

The types of cultural activities that we are interested in funding include the following, however this is not a definitive list and we are open to new cultural ideas and methods of working:

- cultural festivals
- cultural exhibitions
- performances
- cultural talks
- cultural workshops
- the creation of a new piece of cultural work
- sporting events/ activities
- professional development including training to improve skills of multiple people
- programmes that facilitate working with volunteers or the provision of work experience
- enabling sustainable access to green space
- cultural exhibitions or performances that raise awareness of climate change
- cultural activities that enable practitioners to work in a more environmentally sustainable fashion
- activities that help to enhance Shropshire's natural environment
- activities that overcome barriers to participation in culture either as practitioners or an audience members
- projects that focus on including young people in cultural activities

Funding cannot be used for:

- capital projects such as improvements or adaptations to buildings or the purchase of equipment
- attending events or training outside of the UK
- purely commercial projects that are run primarily for private gain or to generate profits for private distribution
- projects that only support an individual
- projects that don't address our funding priorities
- routine maintenance of buildings or equipment
- ongoing overheads or running costs outside of your project timeline
- activities, goods or services that have already taken place, been bought or ordered before a decision has been made on your application
- cash prizes or regranting, fundraising or donations (i.e., you cannot give money to an organisation without exchange for goods or services to deliver the project)
- carbon off-setting payments
- retrospective costs
- loan repayments
- religious or political activities
- lending to third parties

- replacing funding for an existing project, including any staff costs for an existing project and any projects to deliver statutory obligations, although the Grant may be used to extend the geographical coverage, scope or scale of an existing project (and for additional staff costs attributable to the extension of the project)
- costs reimbursed or to be reimbursed by funding from public authorities or from the private sector
- use in connection with the receipt of contributions in kind (a contribution in goods or services as opposed to money)
- covering interest payments (including service charge payments for finance leases).
- use in connection with entertaining (entertaining for this purpose means anything that would be a taxable benefit to the person being entertained, according to current UK tax regulations)
- paying statutory fines, criminal fines or penalties
- Eligible Expenditure incurred before the date of this Agreement
- generating revenue or making a capital gain. If You do so, You must notify the Council immediately so that it may inform DLHC without delay. You agree that the Grant may be reduced by the amount of that revenue or gain (as the case may be)

ELIGIBILITY CRITERIA

All funded activity should:

- be for revenue elements of a project
- either be new activity or extend the geographic coverage, scope or scale of an existing project
- offer a high-quality cultural experience
- increase engagement in culture
- be based in Shropshire (unitary area)
- incorporate environmental sustainability principles where possible
- ensure open access for all
- have a fully costed budget
- benefit multiple people
- be compliant with relevant legislation and codes of practice
- have appropriate levels of insurance
- be delivered by March 2025
- have an appropriate communication plan to ensure that the project is well marketed and attended
- be monitored and evaluated every six months (final report due April 2025)
- ensure detailed financial records, including invoices/receipts are presented to the funder

If an activity involves working with the public, applicants must demonstrate that they will operate safely and manage risks effectively, including the following areas:

- the project will be run by a team with appropriate levels of relevant experience and qualifications
- the project team will complete detailed risk assessments
- ESAG event management guidelines are followed, if relevant
- measures are in place to safeguard young people and adults at risk
- activities are as accessible and inclusive as possible
- have appropriate levels of insurance

MATCH FUNDING

Applicants are expected to match the grant with at least 10% match funding from other funding sources or support in kind.

Sources of cash match funding could include:

- ticket sales
- grants from other funders
- crowd funding

Examples of match funding in kind could include:

- applicants and volunteers' time to deliver the project
- provision of venue hire
- materials and supplies gifted by third parties

Successful applicants will be encouraged to attend some of the 2-hour training workshops, funded by Arts Council England, to further develop their skills. Attendance can be online.

Details of the workshops are available by clicking [here](#).

Attendance at the workshops does not count as match funding.

KNOWLEDGE TRANSFER

In order to share the knowledge gained by applicants during the delivery of their funded projects, applicants will be asked to take part in information sharing events, attended by Vibrant Shropshire partners.

During the event applicants will be encouraged to talk about their projects and pass on some of the knowledge gained.

With the consent of the applicant, case studies will also be written about the projects and published online.

GRANT PROCESS

How much you can apply for:

- you can apply for any amount from £1,000 - £5,000 for revenue projects
- a total of £50,000 will be awarded to different projects
- you are welcome to apply for funds to cover the entire cost of a project or part fund a larger project
- if you have secured funding for a project during phase one, you can apply for funding during phase two, as long as it is a new/ different element of your project
- there is no guarantee that your application will be funded
- funds will only be awarded to new projects or work that extends the geographic coverage or scope of an existing project

Personal Access Costs

A limited budget is available to help with extra costs relating to your or your team's access needs when applying for or delivering your project.

Some examples are: a BSL interpreter, a notetaker, or specialist tutor for admin support.

To find out more about funding to support Personal Access Costs, please email Alice Machin, the Cultural Compact Officer, on culturalcompact@shropshire.gov.uk

Application deadlines

The deadline for applications is **12.00pm Monday 22nd April 2024**. Applications received after this time will not be accepted.

Application Format

An application form can be found here.

If, due to additional needs, a written application form is not appropriate for you, we will be happy to discuss different formats such as video with you. Please send your enquiry to culturalcompact@shropshire.gov.uk

Assessment

Your application will be assessed against our set criteria by a panel drawn from Vibrant Shropshire's Board.

Their recommendations will be reviewed by the full board and the final decision will be made by a senior officer at Shropshire Council.

Shropshire Council's dispute resolution process will apply.

All funding contracts will be managed by Shropshire Council.

The application process is competitive and not all applications will be successful.

GRANT CONDITIONS

Full terms and conditions will be sent to you at the time of notification. **A copy of the terms and conditions is available here.**

In summary, if you are offered a grant you must:

- use the funding for the purposes detailed in your application
- deliver a new activity or extend the geographic coverage, scope or scale of an existing project
- adhere to the terms and conditions outlined in the contract
- inform Shropshire Council as soon as possible if you are not able to deliver any element of the project in line with your initial application/ proposal
- acknowledge in any publicity material the financial assistance offered by Vibrant Shropshire, Shropshire Council, The Department of Levelling Up, Housing and Communities and the UK Shared Prosperity Fund
- have update meetings with the Vibrant Shropshire Cultural Compact team, including a formal review halfway through the programme and upon completion. This will include a review of spending and a report on the programme outcomes
- not start any activities before the contract is signed
- present evidence of all expenditure, including invoices, receipts and time sheets.

Costs that can't be evidenced will not be paid

- ensure that procurement procedures are followed and you use fair and transparent documented processes that are based on value for money, suitable skills and experience
- provide evidence of the match funding you have secured
- present evidence that the activity has taken place, such as photographs of the activity, marketing materials, press coverage, sign in sheets or ticket returns
- return any funds that have not been spent by the end of the project to Vibrant Shropshire or if you break any of the funding terms and conditions
- take part in the evaluation process, this will be supported by a third party
- have appropriate levels of Public Liability Insurance
- ensure you and your contractors comply with all relevant legislation and codes of practice, including conducting employment / background checks on any staff
- follow best practice health and safety and safeguarding guidelines
- keep all records relating to this funding for 10 years

ADVICE

Information and advice, including support for applicants with additional needs, is available from Vibrant Shropshire's Cultural Compact Officer, Alice Machin, at **culturalcompact@shropshire.gov.uk**

Please note: Alice is available Mondays, Tuesdays, Wednesdays and Thursday mornings .