

## Buckinghamshire Culture

### Together We Build Funding Process and Criteria

#### Introduction to Together We Build

Together We Build is a collaborative project to celebrate the 10-year anniversary since the London 2012 Paralympics, in Buckinghamshire, the birthplace of the Paralympic movement. We want to share this story of international significance across our County, and to include people of differing abilities and backgrounds in celebrating what the Paralympics means in Bucks now, as well as how things have changed since 2012. The project is funded by National Lottery Heritage Fund and Buckinghamshire Council. It is led by Buckinghamshire Culture, National Paralympic Heritage Trust, Buckinghamshire Archives, Discover Bucks Museum and Waddesdon.

We have created a multi-site exhibition, a [Virtual Gallery](#) and accessible events programme (across 10 Bucks cultural venues), sharing Paralympic objects and stories. The exhibition has been developed with a cohort of d/Deaf and disabled Community Curators, who have chosen objects from the Paralympic collections of Buckinghamshire and created their own interpretation sharing why this object is important to them. We are offering Community Grants to enable further accessible events to take place between now and April 2023 that add value to this project.

Buckinghamshire Culture is the lead organisation and budget holder for this project.

#### Together We Build Community Grants

The project will offer Community Grants of up to £2,000 for volunteer-led and cultural organisations or community groups to deliver heritage-inspired activities in celebration of this important anniversary. We are keen to see a broad range of grass-roots and diverse organisations taking part in the project and adding value to the existing exhibition and planned programme of events.

#### Criteria

To qualify for this grant:

- Your group or organisation must have a constitution/governing document and management committee or Board. Volunteer-led organisations or groups, such as unincorporated associations, and small charities or CICs are eligible to apply. Applicants will have an interest in heritage/history.
- You can apply for up to £2,000 for events/activity related costs
- The activity you want to fund must be heritage-inspired, share stories (of people or collections), and add value to our existing Together We Build project.
- Activities must take place between 17<sup>th</sup> October 2022 and 31<sup>st</sup> March 2023.
- You must apply via the process below, meeting the application deadline.

You will be required to undertake light-touch monitoring and evaluation of your event/activity and provide a final record of expenditure including receipts.

Project development and grant application support is available to groups in advance of the deadline, please email: [Lallie@buckinghamshireculture.org](mailto:Lallie@buckinghamshireculture.org)

#### Timescales

Deadline for Community Grant applications is **5pm, 3<sup>rd</sup> October 2022**.

Delivery period for funded activities is 17<sup>th</sup> October 2022 – 31<sup>st</sup> March 2023.

Provision of monitoring data and evaluation of events by 28<sup>th</sup> April 2023.

## How to Apply

To apply for a Together We Build Community Grant, please complete the application form to provide us with:

- Contact details
- Overview of the activity/event you want to fund
- Budget for the activity/event you want to fund and how you will meet any funding gap
- A copy of your constitution or governing document
- A copy of your recent accounts or 3 months bank statements if accounts are not available.

Applications to be made via an online form accessible via the Buckinghamshire Culture website:

[www.buckinghamshireculture.org/Together-We-Build](http://www.buckinghamshireculture.org/Together-We-Build)

## Community Grant Assessment and Award

Applications will be assessed against the criteria and in terms of quality, and documentation will be checked to ensure that organisations and groups applying meet governance requirements for funding.

A panel drawn from the Together We Build Steering Group will make the final decisions on which applications receive funding based on how well they meet the criteria and the quality of the activity presented.

The panel will endeavour to inform applicants of the result by 10<sup>th</sup> October 2022.

## Application Form Questions (for information only, please apply via online form)

Information/Question	Notes
1. Organisation Name	
2. Contact Details <ul style="list-style-type: none"> <li>a. Registered address</li> <li>b. Name of main contact</li> <li>c. Email address for main contact</li> <li>d. Phone number for main contact</li> </ul>	
3. Type of organisation <ul style="list-style-type: none"> <li>• Registered charity</li> <li>• Community Interest Company</li> <li>• Unincorporated association</li> <li>• Voluntary or community group</li> <li>• Parish or town council</li> <li>• Other</li> </ul>	<p>Organisations/groups must have a constitution or governing document and a bank account in the name of the organisation/group.</p> <p>Organisations/groups must be volunteer-led or small charities or CICs.</p>
4. What is the name of the event or activity you want to deliver?	
5. What is the activity or event that you want to deliver? (300 words)	Provide an overview of your heritage-inspired event and how it will share Paralympic stories.

6. How does your event/activity link to, and add value to our Together We Build project? (200 words)	
7. Please tell us how you got the idea for this project and why you think it is needed/wanted. (200 words)	We are interested to hear what inspired you and if you have spoken to partners, friends, communities that are excited to take part, or if this meets a gap in provision.
8. When will your event/activity take place?	Must be between 17 <sup>th</sup> October 2022 and 28 <sup>th</sup> March 2023.
9. How will you manage your project? (200 words)	Tell us who is involved and how the event/activity will be delivered.
10. Project Costs	
11. How much are you asking for from the <i>Together We Build</i> project?	Up to £2,000.
12. How will you meet any funding gap?	Tell us if you are contributing or applying for match funding elsewhere.
<p>13. Documents you need to provide:</p> <ul style="list-style-type: none"> <li>• Your governing document or constitution</li> <li>• Copy of recent accounts or three months bank statements if accounts are not available.</li> </ul>	
14. Declaration	<p>You will be required to agree to a declaration before submitting the application covering these points:</p> <ul style="list-style-type: none"> <li>• I have read, understand and accept the notes that came with this application form. I agree that you can check the information in it and any supporting documents with other people and organisations.</li> <li>• My organisation has the power to accept a grant, under your terms, and the power to pay back the grant if the terms are not being met.</li> <li>• I understand that any misleading statements (whether deliberate or accidental) I give at any point during the application process, or any information I knowingly withhold, could mean my organisation's application is not valid, in which case you will cancel the grant and claim back the money we have received, stop assessing and return the application, or withdraw any grant you offered my organisation.</li> <li>• I am authorised to put forward this application on behalf of my organisation.</li> <li>• On behalf of my organisation, I agree that if we receive any grant from you for our project, we will keep to the standard terms of grant (and those of the National Lottery Heritage Fund as the origin of the funds) and any further terms and conditions set out in the grant notification letter.</li> </ul>