

WOMEN'S VOTE CENTENARY GRANTS SCHEME

LARGE GRANT FUND – ROUND 2: FREQUENTLY ASKED QUESTIONS

We will update this document with new answers to frequently asked questions as they arise so please check the website regularly. Updates since the last version will be highlighted in **red** throughout the document.

APPLYING FOR LARGE GRANT FUNDING (ROUND 2)

How much funding is available?

In Round 2 you can apply for between £2,000 and £65,000 out of a pot of around £500,000.

Please see www.womensvotecentenaryfund.co.uk for further information.

Is this funding only available for organisations and activities in England?

Yes, this funding is only available for organisations and activities in England. Scotland, Wales and Northern Ireland have their own arrangements for marking the centenary. Please see www.womensvotecentenaryfund.co.uk for further information.

I think I have a great idea, but it needs a lot more work. Should I apply to the Large Grant Fund?

We are looking for projects that will be ready to start activities by 16 July. You should carefully consider the amount of work you'd need to complete before being able to start. All project activity must be completed and all costs must be incurred by 31 December 2018.

Can I apply to the Scheme more than once?

Lead organisations that received funding from the Large Grant Fund in Round 1 may not re-apply, even if it is for a different project.

Partners in projects that received funding from the Large Grant Fund in Round 1 may apply, but we will take this into account and it may affect whether or not we fund you. This is so that as many different organisations as possible across England can benefit from funding.

Organisations that have already received funding from the Small Grant Fund are able to apply to the Large Grant Fund as long as it is for a different project.

Organisations that were unsuccessful in applying to the Large Grant Fund in Round 1 may apply again to Round 2. You are strongly advised to read the guidance carefully alongside any feedback you have been given.

If you are a partner in one application, and leading on another, we will take this into account and it may affect whether or not we fund you. This is so that as many different organisations as possible across England can benefit from funding.

Can I make an application to both of the application routes available (i.e. an application to both the under £20,000 and over £20,001 routes?)

No. You can only submit one application for this round. You should choose which is the most appropriate route for your application. If you submit an application for both routes (under £20,000 and over £20,001), both applications will be rejected.

Are applications taking place in Centenary Cities or from organisations with Centenary Cities funding eligible?

Organisations (including local authorities) that have received funding from the Centenary Cities fund will not be able to apply for funding through this element of the Scheme as lead organisations, but may apply as part of a partnership or consortium bid.

We are unlikely to fund projects in the seven Centenary Cities areas (Bolton, Bristol, Leeds, Leicester, London, Manchester and Nottingham) unless they are distinct from and/or add significant value to what has already been funded.

If your project is taking place in one of the Centenary Cities we strongly advise you to email us to confirm that your project is distinct enough from the projects already funded. You should email us at womensvotecentenaryfund@ecorys.com to confirm.

Will you fund similar projects to those supported in Round 1?

We are very unlikely to award funding to projects offering similar activities in the same location(s) as those funded in Round 1 of the Large Grant Fund. Please see the website for the list of successful Round 1 projects.

How long will I have to wait for a decision?

We aim to let you know the outcome of your application by early July 2018.

HOW TO APPLY

Do I have to apply online?

Yes. We can only accept applications through the application portal. We think the portal is easy to use and you are able to save what you've done and return to your application at a later time.

Please use the PDF of the application form for guidance only.

If you have any access requirements please contact us at womensvotecentenaryfund@ecorys.com.

Am I required to provide a reference?

No. Please ignore this note on the summary page of the online form:

*Please note: It is responsibility of the **applicant** to ensure that the contributor (Referee) on this application has completed their contribution in good time before the application closing date. We recommend that the contributor ensures they have completed this **one week** before the closing date.*

WHO CAN APPLY?

Which organisations are eligible to apply for a large grant?

The large grant fund is open to voluntary and community organisations, colleges, universities, parish and town councils and trade unions. Voluntary and community organisation is a common term that encompasses a number of different organisation types that have a social purpose in common, and are not run for financial gain.

Please refer to the guidance for a full list of eligible organisation types.

Will you consider applications from partnerships and consortia?

Partnerships and consortia are able to apply for funding.

Each partnership or consortium must have a lead partner who will take on full responsibility for the grant, project delivery and keeping to the terms and conditions. The lead organisation must be an eligible applicant organisation.

Special purpose vehicles are not able to apply.

Why are schools and local authorities not eligible to apply?

Schools and local authorities may not apply for funding as a lead organisation as the Large Grant Fund's particular focus is on sector and community led-projects.

However, we recognise the expertise and experience of schools and local authorities and welcome their involvement as members of a consortium or partnership.

We want to include a commercial organisation in our partnership. Can we do this?

The legal underpinning of the scheme (section 70 of the Charities Act) will not allow money from this fund to support for-profit activity. Commercial organisations, such as theatre companies, can act as a partner or subcontractor if the grant activity is delivered at actual cost and does not include profit. We would expect any inputs from commercial organisations to be limited, and essential to the delivery of the project.

COMPLETING THE APPLICATION FORM

Why are there two different application forms?

We are asking organisations applying for £2,000 - £20,000 to complete a simplified application form, to ensure the application process is proportionate to the amount of funding being asked for. There is a more detailed application form for applications between £20,001 - £65,000.

Applications will be assessed against others of the same value (i.e. under £20,000 or over £20,000).

How many of the objectives do I need to meet?

All projects must meet either or both the EDUCATE or PARTICIPATE objectives, though we expect most to meet only one. We would recommend that you select and focus on the objective that best fits with your activities and the group of people your project is aimed at.

In addition, projects may optionally meet the CELEBRATE objective, but only as long as they are already meeting EDUCATE or PARTICIPATE.

Who can be direct beneficiaries?

This will depend on which objective you are meeting.

EDUCATE projects must be aimed at young people aged 16-30, particularly young women and those who are particularly disengaged from politics and civic life, which may include young people from lower socio-economic groups, young people who are BAME, LGBT and/or living with disabilities.

PARTICIPATE projects must be aimed at women aged 16 and over. We also expect to see projects work with those women who are particularly disengaged from politics and civic life, which may include women from lower socio-economic groups, women who are BAME, LGBT and/or living with disabilities.

What do you mean by key deliverables?

If you are applying for more than £20,000 you will need to complete a key project deliverables table in Section Five of the application form. We will use this information to assess how well planned your project is, and to help us better understand what it is you are going to do.

Key deliverables are key events or blocks of activity. For example, if your project includes an exhibition that will run for the full six months of your project, and then three separate events that will run alongside this, then you should separate out these four activities as four deliverables. You should complete the table in a way that makes sense for your project.

Can we apply for funding for project overhead costs?

You can include some of your overheads in your budget as well as the direct costs of your project.

Direct project costs are the costs that relate clearly and directly to a project. These can include salaries for project workers, venue hire or volunteer expenses.

Overheads are costs that partly support the project, but also support other projects or activities that your organisation provides. These could be a proportion of salaries of core staff such as administrators. They could also be rent and utilities costs. Most organisations will have their own way of apportioning overhead costs to projects.

Overhead costs should be fully justifiable and limited to no more than 10% of your overall grant request.

My activities will cost more than £65,000. Can I include any additional funding in my budget?

Yes, you may include additional funding from other sources in your budget, but the Women's Vote Centenary Grant Scheme must be the majority funder. The maximum project size therefore must be less than £130,000.

Why do you want to see a copy of one of our bank statements?

We ask for this as part of approach to risk management and fraud prevention. It is one of the steps we take to verify that organisations applying to the Scheme are genuine.

Can I provide any supporting documents with my application, such as a reference?

No, you should only send in the documents we ask for. These are your completed application form, governing document (if you are an unregistered organisation) and bank statement. In the interests of fairness, we will not be able to consider any other supporting documents, such as references.

When is the deadline for submitting our application?

Applications need to be fully completed and submitted on the portal by 23:59 on Thursday 17 May 2018.

You will get an automatic confirmation once your application has been submitted. If you do not receive this, please check that you have actually submitted it, as we will not accept applications started but not submitted by the deadline.

ELIGIBLE ACTIVITIES AND COSTS

Can we apply for funding to commission an artist?

No. We do not think commissioning a piece of art, sculpture or a statue would support the scheme objectives. However, it is acceptable to hire an artist to work with women and/or young people as part of your project.

As part of the Government's wider plans for marking the centenary, a statue of the suffragist Millicent Fawcett was unveiled in Parliament Square on April 24 2018.

Is match funding required?

No. You are able to include funds from elsewhere if you wish to do so as part of your overall project. However the Women's Vote Centenary Grant Scheme must be the majority funder, so the maximum total project cost of a project seeking the maximum grant of £65,000 should be less than £130,000.

Are costs for assets or capital items eligible?

No. We will not fund equipment or assets that have a lasting value beyond the activities we are funding.

Can I apply for funding to support a bursary, grant or equivalent to allow someone to conduct research or pay for education or study?

No. This would not be eligible as it does not meet the Large Grant Fund objectives and would be for individual benefit.

OTHER

What is the relationship between Ecorys UK and Government Equalities Office?

Government Equalities Office appointed Ecorys UK, a grant administrator, to oversee the application and award process of this scheme.

ANY OTHER QUESTIONS?

If you have a question that is not answered here, or in the application form or guidance, then please email us at womensvotecentenaryfund@ecorys.com.

We regret we are unable to advise on the suitability or strength of your project idea.