



## **WOMEN'S VOTE CENTENARY GRANT SCHEME SMALL GRANTS - ROUND 1**

### **Frequently asked questions**

#### How much funding is available?

The Scheme has an overall value of £1.5 million for small and large grant funding. Small grant funding of between £300 and £2,000 is currently available.

The overall closing date for this round of funding is 31 January 2018, however any applications for activities that will take place on or around 6 February 2018 should be submitted by 7 January 2018. This will allow us to process your application and give you an outcome by 16 January 2018.

All activity in this round must start no later than 30 April 2018.

#### Will there be another opportunity to apply for small grant funding?

Two further rounds of small grant funding will be available in 2018. Please see [www.womensvotecentenaryfund.co.uk](http://www.womensvotecentenaryfund.co.uk) for further information.

We will also launch large grant funding in early 2018.

#### 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 will have their own arrangements for marking the centenary.

#### What type of activities will you fund?

We want communities to decide for themselves how they mark the centenary, so we have deliberately not set out a list of 'allowed' activities. We encourage you to be creative and take this as an opportunity to do something different.

However, it is important that activities bring people together face to face, and particularly people who are underrepresented in civic life, such as women and young people. Activities should also be either one-off or for a limited time only.

### Why are you prioritising activities that take place on or around 6 February?

The Representation of the People Act became law on 6 February 1918 and we are keen to support activities that mark this specific anniversary. For the first round of funding we will prioritise activities that take place on or around 6 February 2018.

The Representation of the People Act was a fundamental piece of legislation that allowed women over the age of 30 who owned property to vote for the first time, and was viewed as a major leap forward in the 'Votes for Women' cause.

### **Applying for small grant funding**

#### Who can apply for a grant?

The Women's Vote Centenary Grant Scheme is open to voluntary and community organisations, schools, colleges and universities. Voluntary and community organisation is a common term that encompasses a number of different organisation types that have in common that they have a social purpose, 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 consortia or partnerships?

We will not accept applications for small grant funding from consortia or partnerships. We recommend you apply for the large grants fund which will be open in the New Year. Further information will be provided shortly.

#### Are Parish or Town Councils eligible to apply?

Yes, we welcome applications from Parish or Town Councils for the Small Grants Fund.

Applications should be for activities that specifically celebrate the centenary women gaining the vote as detailed in the question 'what type of activities will you fund?.'

#### Can we apply for funding to cover the core running costs of our organisation?

No. Small grant funding may not be used to cover any of the day to day costs of running your organisation, including core running costs and salaries for existing staff.

Please refer to the guidance for a full list of ineligible costs.

My activities will cost more than £2,000. Can I include any additional funding in my budget?

Small grant funding is intended for one off or time-limited activities on a small scale. The total cost of activities must not exceed £2,000. The Women's Vote Centenary Grants Scheme must be the only funder.

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 apply for funding for campaigning activity?

It is important that your activities should be non-partisan and do not promote the cause of any single political party.

In addition, we are not able to fund activity that propagates a particular religion or seeks to lobby government.

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, bank statement and governing document (if required). In the interests of fairness, we will not be able to consider any other supporting documents, such as references.

How long will I have to wait for a decision?

We will assess applications for or activities on or around 6 February 2018 first. If we have your application by 7 January 2018, we will let you know the outcome by email by 16 January 2018.

For other start dates (up to 30 April 2018), we will let you know the outcome of your application by email in February.

Can I post my application form to you?

We strongly encourage you to submit your application online from **4 January 2018**. You will be able to access the online application form at [www.womensvotecentenaryfund.co.uk](http://www.womensvotecentenaryfund.co.uk)

If you can't wait until 4 January to apply online, then email your completed application form and supporting documents to [womensvotecentenaryfund@ecorys.com](mailto:womensvotecentenaryfund@ecorys.com)

If you are unable to email your application to us, then you may post it to us. The address is:

Women's Vote Centenary Grants Scheme  
Ecorys UK  
Albert House  
Quay Place  
92-93 Edward Street  
Birmingham  
B1 2RA

## **After being awarded funding**

### How will you monitor our activities?

You will be asked to send us a short monitoring report (up to one page) at the end of your activities. We will provide a template for you to use. We would also love to see photographs, other media and media coverage if you have this.

You should keep a record of what you have spent your grant on and evidence of expenditure (such as receipts). We will audit a number of grants and may select your grant for an audit. You do not need to send us evidence of expenditure unless we ask for it.

If you do not provide this information when asked for it then you may have to pay back your grant.

### Can I apply to the Scheme more than once?

We will only award small grant funding to a single organisation once in the lifetime of the Scheme. This is so that as many different people as possible across England can benefit from funding.

If you apply for a grant and are unsuccessful then you are able to apply again, but you should only apply again if you have addressed the reason why you were unsuccessful.

If we award you a grant through the Small Grants Scheme, then you will be able to apply for funding to the Large Grant Scheme when it opens early in 2018.

## **Any other questions?**

If you have a question that is not answered here, or in the guidance, then please email us at [womensvotecentenaryfund@ecorys.com](mailto:womensvotecentenaryfund@ecorys.com)

We will update this document with new answers to frequently asked questions as they arise.