Sporting Heritage

Community Project Grants

2020

Guidance notes

As the subject specialist network for sporting heritage in the UK, we have a commitment within our delivery objectives to support a small annual grant programme. In the light of Covid 19, although funding is tight, we feel it’s important to ensure we are still deliver this scheme, albeit at a lower level than previous years.

As a result, we launch our 2020 programme in support of this year’s National Sporting Heritage Day to shine a light on the importance of continuing and sharing community sporting heritage to meet wider agendas such as health and wellbeing and community cohesion. This funding will support increased engagement to local collections which tell the story and stories of sporting activity, heroes, and endeavour.

We would like to see a range of different projects supported through this programme of funding and as such, we are not prescriptive about what the funding may be used to support. Instead, we provide guidance on what we can fund, and what we can’t, and ideas about the type of project you may wish to develop. Informal advice on eligibility may be sought from the Director of Sporting Heritage at any time by email justine@sportingheritage.org.uk.

## **How much can you apply for?**

We are inviting organisations and groups to apply for funding up to £250.

You do not need to have match funding for your project – this funding aims to engage new and different audiences with sporting heritage and we wish to support as many organisations and groups to take part as possible.

Please, however, do share any additional funding you have received or will use in your application. There is no weighting on match funding in our assessment process – we ask purely for information purposes.

## **What can we fund?**

Sporting Heritage Grants are open to any group or organisation with a formal constitution. This includes, but is not limited to, museums, archives, libraries, sports clubs and governing bodies, schools, uniformed groups, youth clubs, and community history groups.

The primary aims of this funding strand are to:

1: Support the protection and sharing of sporting heritage in the light of Covid 19

2: Inspire and engage communities to better understand and share their sporting heritage

3: Ensure that sporting heritage collections – whether tangible such as objects and artefacts, or intangible such as stories and music – are better understood, looked after, and shared

Therefore, we support projects which:

* are focussed on collections (tangible or intangible)
* may be seeking to change how sporting heritage is accessed in the light of Covid 19
* are focussed on communities and community engagement
* engage new and different audiences with sporting heritage
* aim to provide greater access to sporting heritage stories, collections, or archives

Projects should aim to begin no sooner than 26th October 2020 and complete by the 30th April 2021.

Funding can focus specifically on a one-off activity or be a series of activities.

Funding can be used to support many different types of activity, including (but not limited to):

* Creating resources
* Delivering events (including room hire and catering)
* Arranging transport
* Marketing and publicity
* Volunteer expenses
* Purchasing equipment
* Engaging consultants / experts
* Delivering temporary exhibitions
* Developing new ways of working
* Training and development opportunities
* Backfilling posts

Funding cannot be used to support on-going organisational costs.

## **Applying for funding**

Your application should be completed on the official National Sporting Heritage Day Community Grants application form which can be found on our website.

## **Grant process timeline**

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| --- | --- |
| Applications for funding open | 27th August 2020 |
| Application deadline  | 12pm 2nd October 2020 |
| Applicants notified by | 16th October 2020 |
| Activity begins  | 26th October 2020  |
| Activity completed no later than | 30th April 2021 |

**HOW WE ASSESS YOUR APPLICATION**

We will assess and score the applications received. We assess and score applications alongside the key criteria outlined above. You should ensure that your grant application demonstrates how your project will meet our objectives as closely as possible.

**ACCEPTING A GRANT**

If your grant application is successful, we will send you a grant acceptance letter. This letter will ask you to confirm your bank details and sign an agreement which states you aim to deliver the project in accordance with your grant submission, to time and to budget.

Usual process is to provide 75% of funding in advance of your activity and within four weeks of receiving you grant acceptance form. The final 25% of funding will be awarded on completion of your project and return of a completed project reporting form. Should this cause any cash flow issues for your organisation, please note this on your application form.

# **Reporting**

By undertaking a Sporting Heritage Community grant, the successful applicant agrees to provide simple reporting documentation to us on completion of the project. A sample reporting form can be found on our website under the grants section. Completing the reporting forms are a condition of funding.

## **Acknowledging funding**

Successful applicants are expected to acknowledge their award in the following ways:

* By using the Sporting Heritage logo on all promotional material and literature, whether in print or online
* By attributing all associated project work made possible through this grant fund as in support of National Sporting Heritage Day and linking to our website at [www.sportingheritage.org.uk](http://www.sportingheritage.org.uk)
* By using the hashtag *#NSHD2020* at all times on any Twitter related activity and including the hashtag on any print or promotional literature online
* By sharing information about your project and key events with us and local press which may allow us to raise the profile of Sporting Heritage activity and increase access to collections more widely
* By providing us with a selection of images to use to advocate for sporting heritage activity