

The Regional Cultural Fund 2024/25

To be read before completing the Fund Application form.



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UK Government



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UP**

Guidance and Criteria for Applicants

1. Introduction

The Regional Cultural Fund has been introduced to make grants of up to £5000 available to enhance, improve and promote community-led creative and cultural programmes and facilities in Dumfries and Galloway. The Fund provides an ideal opportunity for arts, heritage and community organisations across the region to take forward work that they could not otherwise finance – to elevate your work and programmes.

The Fund will also support arts, creative and heritage organisations to diversify their work and programmes if this directly leads to higher visitor numbers. Marketing initiatives that help promote cultural venues and the place promotion of locations in Dumfries and Galloway are welcome. The Fund will also support projects that clearly contribute to the sustainability of museums, galleries and cultural venues across Dumfries and Galloway – sustainability in terms of either increased business turnover, energy efficiency, recycling or environmental management measures.

Applicant organisations will need to demonstrate that their project can be completely planned, managed and fully delivered by February 28 2025.

The total Fund is £65,000. This project is fully funded by the UK government through the UK Shared Prosperity Fund. It is being managed by Dumfries and Galloway Council with the support and assistance of DGU and the Dumfries and Galloway Cultural Partnership.

2. The Aims of the Fund

The aim of the Fund is to secure positive 'levelling up' outcomes sought by the UK Government's Shared Prosperity Fund. For the Elevate Fund in Dumfries and Galloway there are five outcomes;

- An increase in the number of community-led arts, cultural, heritage and creative programmes
- Number of tourism, culture or heritage assets created or improved
- Increased footfall
- Increased users of facilities/amenities
- Improved engagement numbers

The application form will ask which one or more of these outcomes your project will deliver.

3. The Scoring Framework

Applications will be considered by Dumfries & Galloway Cultural Partnership. The Partnership will consider applications and score projects against a scoring framework based on the following criteria.

- How well the project fits with the aims of the Fund;
- The fit with the Cultural Strategy for Dumfries and Galloway
- Evidence of need for the project
- The level of additionality demonstrated by the project;
- The contribution the project makes to Dumfries and Galloway tourism and / or health and wellbeing;
- The extent to which the project sets clear, measurable and realistic targets of outputs and outcomes;
- Evidence of good management planning and quality partnership working in your project

4. How Much Funding is Available?

- Your organisation can apply for grants of up to £5000. The minimum grant will be £1000
- Your organisation can apply for 100% of project costs if your total project costs are £5000 or less
- If the project costs are above £5000 all match funding sources require to be in place when the application is submitted and applicant organisations are eligible to apply for the maximum £5000 grant award.

The Regional Cultural Fund will open for applications Monday 17 June and close for applications on Friday 26 July. Applicants will be informed of the outcome of their applications within 6 weeks of the closing date of the Fund.

5. Eligibility and Criteria for Applications

The eligibility for applications is as follows;

- Organisations applying for grant-support must be fully constituted community organisations, Companies Limited by Guarantee, Social Enterprises, Community Interest Companies or Charitable Trusts
- Applicant organisations can only make one application to the Fund.
- Your project must be fully complete by February 28 2025
- Your project cannot have started before notification of any grant-funding awards
- Detailed financial information, i.e. a copy of your most recent independently certified annual accounts, is required with your application to ensure your project meets the governance requirements of the Council
- All successful applicants must agree to a monitoring visit during the project and to retain all project expenditure which is required for the final report to the UK Government
- Religious organisations are not eligible to apply to this Fund.

There are Fund criteria that need to be carefully considered before submitting an application:

- Grants will only be awarded to projects that will deliver one or more of the outcomes listed in the Aims of the Fund, above.
- The Dumfries and Galloway Cultural Partnership will require evidence of the management capacity and expertise required to deliver the project for which the applicant is seeking funding.
- Your project must clearly demonstrate additionality over and above your normal programmes and/or enhance your facilities.
- Any lobbying of Councillors and members of the Cultural Partnership in support of your application once it is submitted is strictly prohibited and will result in your application being rejected
- Normal revenue costs of your organisation is not eligible expenditure
- Your application cannot include 'in-kind' contributions as part of the project finance.
- Late applications will not be accepted for the Fund.
- The decisions reached by Dumfries & Galloway Cultural Partnership regarding grant awards will be final and no correspondence will be entered into.

All project expenditure must be retained, without exception, and will be audited and collated by an accountancy firm in early 2025 – this is to provide a comprehensive and fully detailed report to the UK Government.

6. What Will We Fund?

We aim to provide targeted support for activities including, but not exclusively:

- New programmes or activities at your venue or visitor attraction (with the intention of continuing these programmes once this funding has concluded).
- Projects that safeguard and enhance the long-term sustainability of your venue or initiative within the cultural and heritage sectors of Dumfries and Galloway
- Marketing projects that clearly demonstrate a focus on target markets for your venue and that can increase visitor numbers or audiences
- New creative activities researched and developed by an arts or heritage organisation that does not necessarily manage a venue, if there is evidence of an audience for this work e.g. a new programme of arts classes, music tuition or a specialist event
- New or enhanced displays or methods of interpretation at a museum, gallery or cultural venue that are forecast to directly increase footfall at your venue.
- The purchase of equipment that will help enhance the visitor experience at your museum, gallery or cultural venue
- The purchase of equipment that can be made available for hire to local organisations such as portable staging, audio equipment, specialist lighting or creative resources such as photography equipment, instruments etc.
- Pilot events to test out visitor and consumer responses to a potential new product that can be introduced e.g. weekend creative workshops, pop up cafes and restaurants within a cultural facility etc.
- Measures to support wider access e.g. British Sign Language Interpretation, audio description, captioning etc.
- Seminars, networking events and training days that encourage collaborations and capacity building between cultural, heritage and community organisations for creative, tourism and wellbeing purposes
- Purchasing or commissioning apps or maps that encourage walking, cycling, canoeing and countryside access in your area, and that your organisation will

promote and market, with the aim of extending visitor stays in your area and health and wellbeing

Eligible project costs include professional fees, fees for artists and facilitators, the purchase of equipment, venue costs and room hire, training costs including the fees for trainers and specialists, project management and travel costs.

If your project is not primarily a marketing initiative, marketing costs can only make up 40% of your total project costs and grant request.

The Fund will not support core costs for existing work or any aspect of revenue costs of your organisation. The Fund will not support funding for any project already started, or wages and overtime payments for staff.

7. How to Apply

Before applying do please read the Cultural Strategy of Dumfries and Galloway. Knowledge of the Strategy is important to understanding the reasons for the introduction of this Fund and to the scoring of your application;

[A Cultural Strategy for Dumfries and Galloway 2022 - 2030 \(dumgal.gov.uk\)](https://www.dumgal.gov.uk/cultural-strategy)

Please **email** your application and supporting documents to grantapplications@dumgal.gov.uk by **5pm on Friday 26 July 2024 5pm.**

For support and assistance with completing your application please email events@dumgal.gov.uk.

Print and sign the declaration page, then email a scan or photograph to the address above, or post it to us at:

The Grants Team, Dumfries and Galloway Council,
Militia House, English Street, Dumfries DG1 2HR

Phone 0303 333 3000

Please ensure that all questions are answered and the required documentation is submitted with the application. If you've not received an acknowledgement within 14 days of sending us your application, please contact us.