

# Big Lottery open funding programmes:

## Awards for All and Reaching Communities



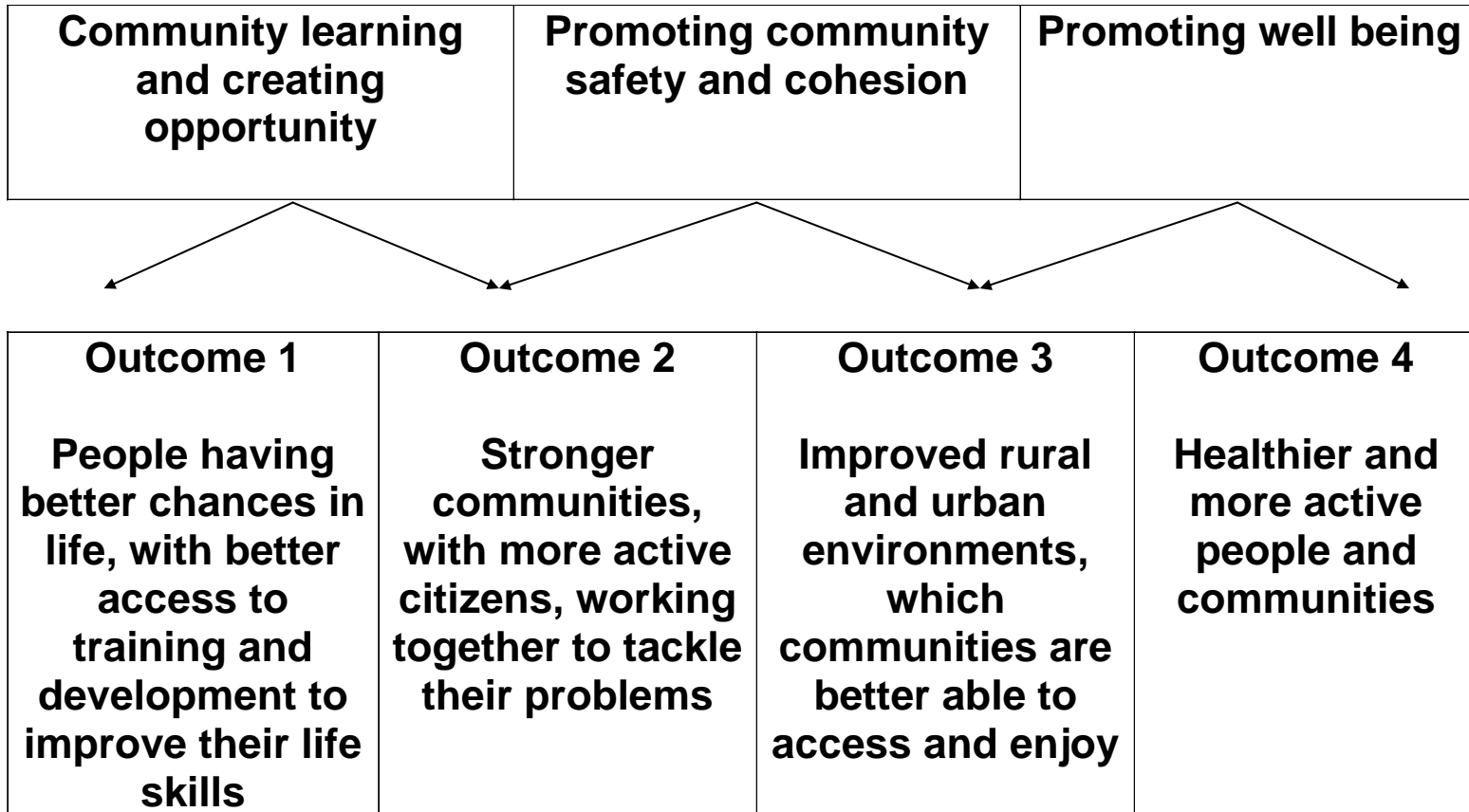
# Understanding the Funder

## Big Lottery Fund: Mission Statement

**‘Bringing about real change to communities and to the lives of those most in need’**



# Outcomes Funder





# AWARDS FOR ALL



# Who distributes 'good causes' money?

- Big Lottery Fund: [www.biglotteryfund.org.uk](http://www.biglotteryfund.org.uk)
- Heritage Lottery Fund: [www.hlf.org.uk](http://www.hlf.org.uk)
- Sport England: [www.sportengland.org.uk](http://www.sportengland.org.uk)
- Arts Council England: [www.artscouncil.org.uk](http://www.artscouncil.org.uk)
  
- Olympic Lottery Distributor:  
[www.olympiclotterydistributor.org.uk](http://www.olympiclotterydistributor.org.uk)

# Does your project meet at least one of our programme outcomes –

- people having better chances in life with better access to training and development to improve their life skills
- stronger communities with more active citizens working together to tackle their problems
- improved rural and urban environments which communities are better able to access and enjoy
- healthier and more active people and communities

## 'Is it eligible?' exercise

- The handout contains brief details of 8 projects
- In pairs decide if each one is eligible for Awards for All
- If you don't think the project eligible, explain why.
- Which distributor might it be suitable for?
  - Arts Council
  - Sport England
  - Heritage Lottery Fund

**10 minutes**

# Awards for All - How much you can apply for?:

- Small grants of between £300 and £10,000
- Only one application at a time
- One Awards for All funded project needs to be completed and the End of Grant report approved before you can apply again
- One organisation cannot receive more than £10,000 of Awards for All grants in any one year period. \*

# Who can apply to Awards for All?:

## You can apply if you are a:

- voluntary and community organisation
- school
- parish or town council
- health body

## You will need:

- at least 3 unrelated people on your governing body
- a UK bank account in the name of your organisation with at least two unrelated signatories
- to send BIG an application at least three months before your project is planned to start
- to complete your project within one year of when BIG confirms your award

# Applications from branches of other organisations

- Independent branches of larger organisations can apply directly to us. (They must have their own governing document and be able to manage funds and staff without referring to another body.)
- Dependent branches can apply directly if they
  - Have their own governing document (or have adopted the parent organisation's) and
  - Produce their own annual accounts and
  - Have their own bank or buildings society and are responsible for this account and how the funds in it are spent
  - If we offer a dependent branch a grant, we will ask the parent organisation to accept overall responsibility for it.

For other dependent branches where there is less local control the parent organisation will need to apply.

# What Awards for All can pay for:

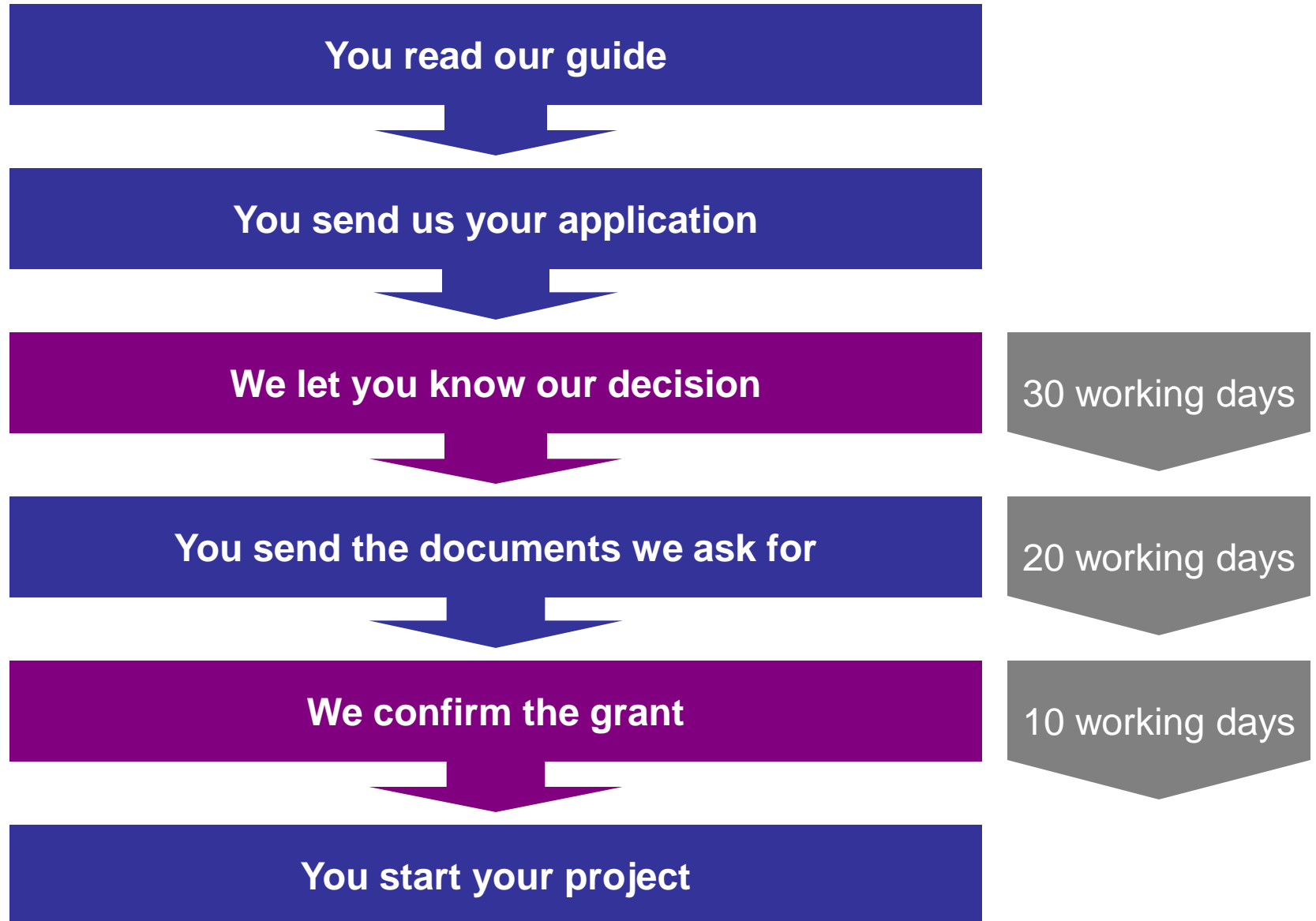
Examples of what a grant could pay for:

- equipment hire or purchase
- information technology equipment
- building and refurbishment work
- sessional workers
- training
- volunteer expenses
- transport costs
- venue hire

# Awards for All cannot pay for:

- Activities that happen or start before BIG confirms the grant
- Day-to-day running costs
- Existing activities and repeat or regular events
- Items that mainly benefit an individual
- Building and refurbishment work costing more than £25,000 (inc. VAT)

# Application process:



# Awards for All - Improving your chances

BIG scores applications to help decide who should be funded. Applications will score higher if they:

- show strong evidence of need
- seek to involve as wide a range of people as possible
- meet more than one of our outcomes
- have never received an Awards for All grant
- are from groups with a smaller annual income
- are for smaller projects

# Awards for All Common Mistakes

- Not meeting programme outcomes – (often more suited to another Lottery distributor)
- Insufficient evidence of need
- Applying for excluded items (Ongoing staff costs, day-to-day running costs, etc).
- Incomplete applications
- Not returning correct documents at conditional offer stage

# Reaching Communities



# The Reaching Communities programme has two strands:

- **Reaching Communities** – funding from £10,000 to £500,000 for revenue projects up to 5 years and /or smaller capital projects of between £10,000 and £50,000 (maximum capital project cost £200,000).

Full cost recovery

- **Reaching Communities Buildings** – funding of between £100,000 and £500,000 for large capital projects ( maximum revenue funding £15,000 for publicity and marketing, maximum project cost £750,000)

# Reaching Communities - Who can apply?

**Revenue (plus up to £50,000 capital) strand:** Voluntary and or community organisation, school, local authority, not for profit organisation, or social enterprise.

**Buildings strand:** Unincorporated association, incorporated association, trust or company set up and registered as a charity; unincorporated association set up as a voluntary and community group; community interest company; not for profit company limited by guarantee; community benefit society; **town or parish council**

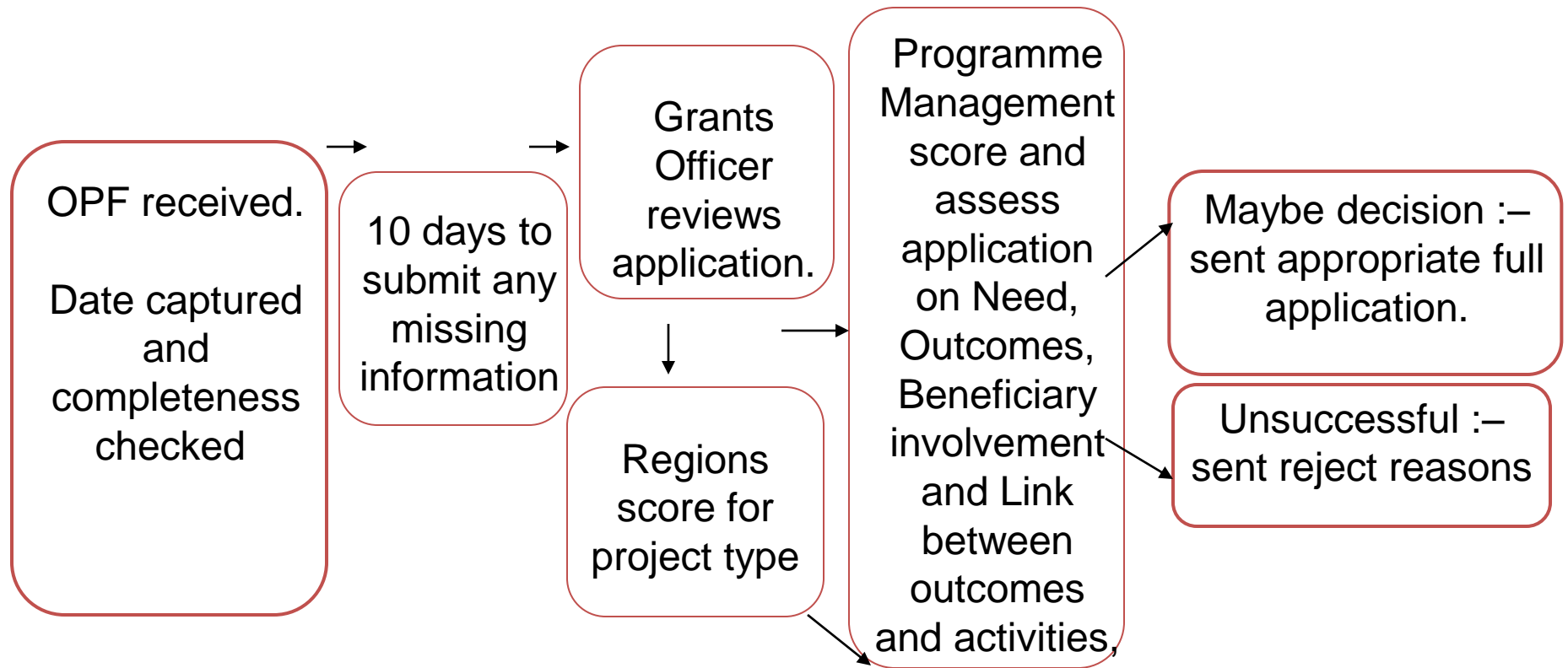
**(For Buildings strand eligibility only– Use Postcode Checker. This is specifically geographically targeted at areas of high deprivation)**

# Value for Money – How much should I apply for?

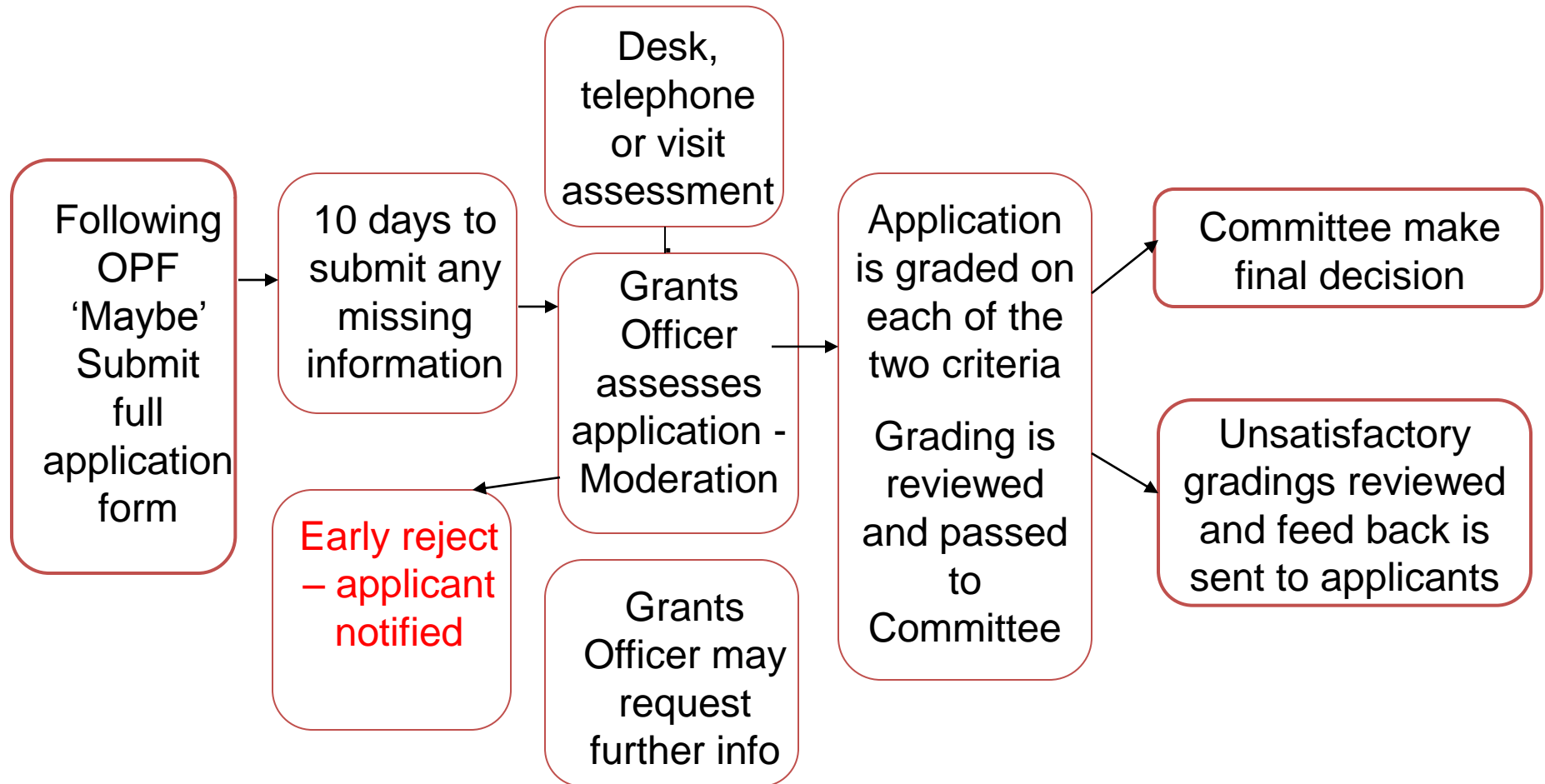
We expect your project to offer good value for money

- In the current climate we expect to fund fewer large projects
- We will only consider grants of more than £300k if we think your project is an example of excellent practice and will clearly make a difference.
- We are less likely to fund very large projects over a short period of time.
- Organisations should consider making a contribution and/or working collaboratively with other organisations to maximise resources available
- We would like projects that request more than £100k p.a to have seriously considered a range of funding options.

# Assessment process for OPF



# Assessment of Full Application



# Reaching Communities - We will look closely at:

- Evidence of need
- Beneficiary involvement
- Outcomes – the difference your project will make.
- Link with programme outcomes
- Extent to which desired outcomes will make a real difference
- Robust Budget
- Potential for successful delivery

# Need -Presenting your case

- Does the problem make sense?
- Don't assume that readers (funders and partners) will automatically see that there is a need. It is up to you to convince them.
- Use statistics, anecdotes, etc. from reliable sources and cite those sources in the text.
- Can you realistically address the problem with what you are proposing?
- Provide evidence that is specific to the project and not to the organisation as a whole

# Evidencing Need

- Asking people – both internally and externally
- **Consultation with your beneficiaries**
- Research – recent and relevant (**ask questions about the data you're referencing to determine if it is a reliable source**).
- Local statistics
- Local authority initiatives or partnership strategies
- Showing how you add to existing projects or fill a gap.
- Avoid using individual pieces of evidence in isolation

# Evidencing Need exercise –

10 minutes

Read the project summaries for **Woodstown Village Shop** and **Arnoldbury Gardens**.

In groups discuss whether you think they have provided a clear case for their project.

- **What are the strengths and weaknesses of the evidence they have provided?**
- **How would you rate the case they have made – excellent, good, satisfactory or weak?**

# Summary

## What grants officers are looking for

- Is the need for your project supported by robust evidence or research?
- Have you consulted with all relevant stakeholders?
- Does the consultation support the identified need?
- Do you have a good understanding of similar work already taking place?
- Do other stakeholders know about your project and are they supportive of it?
- Are you aware of relevant local, regional and/or national plans, and strategies? Can you explain how your project relates to them?

# Some useful websites

## - facts, figures and strategies

- **Census statistics:** [www.neighbourhood.statistics.gov.uk](http://www.neighbourhood.statistics.gov.uk)
- **Community Health Profiles:**  
[www.communityhealthprofiles.info](http://www.communityhealthprofiles.info)
- **Association of Public Health Observatories:**  
[www.apho.org.uk](http://www.apho.org.uk)
- **Regional Observatories:** [www.regionalobservatories.org.uk](http://www.regionalobservatories.org.uk)
- **10 Downing Street:** [www.number-10.gov.uk](http://www.number-10.gov.uk)
- **Government Directory:** [www.direct.gov.uk](http://www.direct.gov.uk)

**Big Lottery Fund is not responsible for the contents of external websites**

# Some useful websites

## - research and consultation

- **Community Toolbox:**

[www.nps.gov/phso/rtcatoobox](http://www.nps.gov/phso/rtcatoobox)

- **Consultation toolkit:**

<http://worcestershire.whub.org.uk/home/wcc-con-toolkit> (type 'consultation toolkit' into Google and you will find a number of other similar toolkits)

- **National Association for Voluntary and Community Action: [www.navca.org.uk](http://www.navca.org.uk)**

**N.B. The Big Lottery Fund is not responsible for the content of external websites**

# Aim and Outcomes

- Help focus everything you do
- Explain the changes your project will bring about to meet the needs you have identified
- Explain why your project should be funded

## **BIG will ask:**

- For a clear project aim
- For up to four clear outcomes
- How your activities will bring about these outcomes
- How your project outcomes support our overall programme outcomes

# Writing Outcomes

## What difference will the project make?

Who – people or organisations who will benefit	How – should relate to change or difference	What – what is changing
<ul style="list-style-type: none"><li>▪ Young people</li><li>▪ Lone parents</li><li>▪ People with mental health difficulties</li><li>▪ Older people who are experiencing loss of mobility</li></ul>	<ul style="list-style-type: none"><li>▪ Improve</li><li>▪ Decrease</li><li>▪ Reduce</li><li>▪ Expand</li><li>▪ Develop</li><li>▪ Sustain</li><li>▪ Increase</li></ul>	<ul style="list-style-type: none"><li>▪ Confidence</li><li>▪ Skills</li><li>▪ Environment</li><li>▪ Access to services</li><li>▪ Relationships</li><li>▪ Opportunities</li><li>▪ Isolation</li></ul>

# Measuring progress

## Outcome Indicators

Outcome	Indicator	Indicator level	Timescale
Reduced isolation for older people	The number of older people stating that they feel isolated	50 older people report that they feel less isolated	By year 1
		100 older people report that they feel less isolated	By year 2
		A total of 250 older people report that they feel less isolated	By the end of the project

# Activities

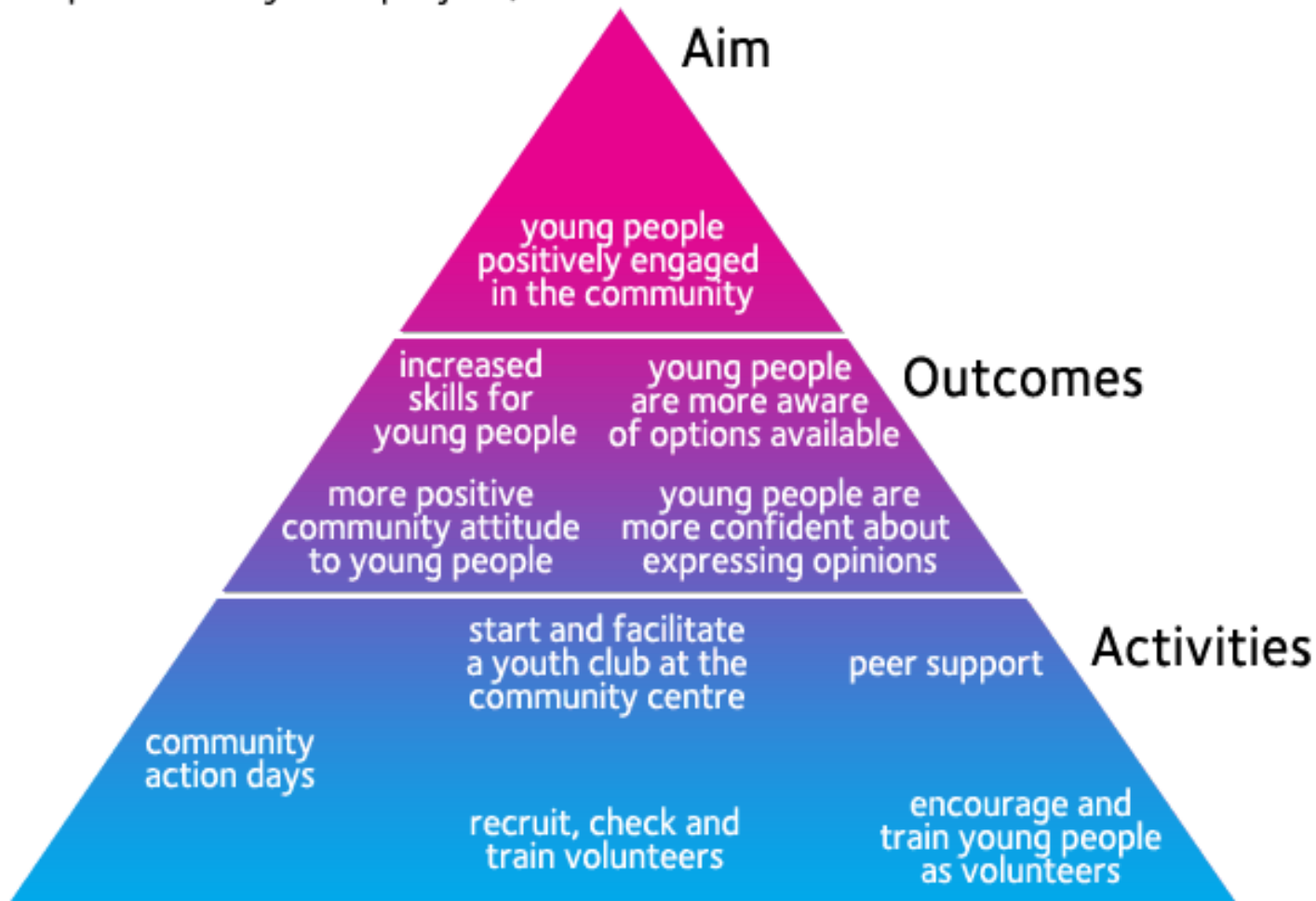
- Specify what, how, who and when in order to achieve outcomes
- Form the main content of your project planning
- Determine the resources and budget to run project

## What BIG will ask:

- What are the main activities that you will carry out in order to achieve your outcomes, along with an explanation about who will perform the activities and the timescales involve? **(Please ensure your activities are SMART – specific, measurably, achievable, relevant and timely).**

# CES Planning Triangle

(complete for a youth project)



# Tracking progress

## What BIG will ask

- That you set outcomes, indicators, indicator levels and timescales for your project
- About your plans for tracking progress:
- the level of the change you hope to achieve and your indicators for measuring progress towards it year on year
- How you will collect information
- How far you are meeting the outcomes at regular intervals, usually every year
- Any problems you have in meeting your outcomes and if necessary, work with us to overcome them



## Getting Funding and Planning Successful Projects

BIG's Guide to Outcomes

[Home](#) [Need](#) [Aims and outcomes](#) [Tracking progress](#) [Activities](#) [Learning](#) [Resources](#) [Examples](#) [What BIG will ask](#)  
[Credits](#)

### Introduction

#### Getting Funding and Planning Successful Projects: BIG's Guide to Outcomes

Big Lottery Fund is an outcomes funder and is driven by the difference its funding makes for individuals and communities.

We have recently revised our approach to outcomes and have produced Getting Funding and Planning Successful Projects for organisations applying for a Big Lottery Fund grant from 1st November 2010. It is a simple step-by-step introduction to the fundamental concepts and principles that you will need to know about if you are going to apply for funding from us. Please invest some time in exploring this resource - it will help you increase your chances of getting funding and of making a difference once you do.

Getting Funding and Planning Successful Projects is part of a set of essential materials for our applicants. If you are applying to us for funding ***you must also read:***

# www.biglotteryfund.org.uk

- funding programmes
- searchable database of awarded grants
- useful publications:
  - self-evaluation: a handy guide to sources
  - preparing annual accounts – guidance for organisations with different income and expenditure thresholds
  - Applying for Overheads
  - full cost recovery and salary spreadsheet with guidance notes

**Big Advice Line: 0845 4 10 20 30**

**Textphone: 0845 6 02 16 59**

**Email: [general.enquires@biglotteryfund.org.uk](mailto:general.enquires@biglotteryfund.org.uk)**