

THEME

Our Heritage: Celebration and Achievements

OUR VISION

Black History Month has been observed in the Royal Borough of Greenwich for many years, recognising the achievement and contributions of people from the African and Caribbean diaspora. This year will not be any different. We want this year's Black History Month to be the catalyst that connects our communities to celebrate this pivotal point in our history as we begin to reunite with our families, friends and neighbours.

A conference event will be held in early October 2020 to launch Black History Month 2020 as well as Royal Borough of Greenwich's new Equality and Equity Charter. The conference will include keynote speakers, seminars and stalls. An evening launch event is being finalised and it is proposed that a leading BAME cultural organisation lead this opening event. An outline of the launch day and evening event is at Appendix 1 below. Appendix 2, also below, sets out the timeline and Appendix 3 (attached) is the application forms.

Grants totalling up to £35,000 will be available which will be composed of two funding awards for larger events, and several funding awards of up to £5,000. Applications will be decided on merit and it is likely that there will need to be coordination as to how all awards are to be used so the month, works as a coherent programme. That means we will work with you to adjust content as required.

This award will form part of a programme that is still in development to celebrate Black history and culture across the year and is to be called BHM365.

GRANT PROGRAMME AIMS

In light of the Black Lives Matter movement and the disproportionate effect of COVID-19 has had on BAME communities, we're encouraging bids that actively set out to reach and bring our communities together in celebration of our shared history.

The aims for Black History Month 2020: 'Our Heritage: Celebrations and Achievements' are:

- Create a programme of culturally engaging events and activities that highlight our local communities
- To deepen our understanding of black history in context of the role of people from the African and Caribbean diaspora have had in shaping the borough and Britain

We encourage applications that embrace the whole community and that do not restrict anyone because of their age, disability, race, sex, religion or belief, sexual orientation, gender reassignment, pregnancy and maternity, marriage and civil partnership (employment only).

We also encourage applications from groups and organisations of all abilities and sections of our community.

CRITERIA

This fund supports projects/events that connect and work with the local community to creatively interpret and celebrate our shared heritage and experiences in line with the vision and aims described above.

Projects/events must be delivered during Black History Month, 1 to 31 October 2020, and meet the overall aims of the fund as listed above. In addition, projects/events must:

- Provide an engaging cultural experience
- Demonstrate benefit to both participants and the wider community within the Royal Borough of Greenwich, clearly showing how your project will make a difference to the communities/groups that you intend to work with
- Work and connect with audiences and participants that reflect the make-up of the area/borough
- Aim to develop and build new audiences and participants, who are not regular users or members to your group/organisation
- Demonstrate the number of people who will be working on developing and delivering your project, and the number you expect will benefit
- Demonstrate good value for money (encompassing resource and skill sharing with partners where possible)
- Work in partnership with local organisations to widen your engagement with local communities
- Working with partners collaboratively to showcase work developed through the project at outdoor and/or public events

In addition, applicants should demonstrate:

- A track record for delivering projects/events of this scale and;
- That projects/activities will be managed efficiently and effectively
- That you will work in partnership with local small arts organisation(s), local artist(s), local community group(s) and/or local school(s). Prior contact must be established.

Accessibility:

- The project/activity will be open and accessible to all members of the community, and be accessible to people with disabilities e.g. Wheelchair accessible toilets, sign language interpreters, performances by disabled performers
- The relevant licenses will be applied for (where applicable)
- The final activity/performance will be appropriately publicised to ensure that the general public are aware of and have access to the performance/activities
- They hold a bank account and that two-named people will be responsible for the delivery of the project.

WORKING WITH LOCAL SCHOOLS

If your project includes work with local schools and children's services please contact Geraldine Turton at geraldine.turton@royalgreenwich.gov.uk, in the Children's Services Department.

Educational schools programme to compliment what schools are already doing. This could be an assembly organised by the Borough to highlight the importance of black history or representatives from community groups put forward to schools to talk about their groups history/heritage

Contact should be made in order to ensure that the relevant departments within the Local Authority are aware of your project and can assist where appropriate. We will contact them prior to agreeing your funding in order to ensure that they are in support of your application.

WHO CAN APPLY?

Registered charities, community groups or non-profit making organisations:

- Based within the Royal Borough of Greenwich
- Based outside of the Royal Borough of Greenwich but applying for a project that will take place within the Royal Borough and involve and benefit residents.

WHO CAN NOT APPLY

The following organisations/establishments can not apply to this fund:

- Schools or educational establishments, including colleges (applications should be submitted by the cultural organisation/group on their behalf)
- Any maintained organisations or departments within the Royal Borough of Greenwich
- Organisations based outside of the Royal Borough for work that has no direct benefit to residents.

WHAT WE WILL NOT FUND

The following projects/activities are not fundable under this programme:

- Projects that do not have a strong black history/heritage component
- Activities which have already taken place (we do not fund projects retrospectively)
- Activities which have no public benefit for residents of the Royal Borough of Greenwich
- Projects, activities, performances or exhibitions which take place outside of the Royal Borough of Greenwich
- Activities which promote a particular political, religious or extremist view
- Activities placed in a formal education setting as part of the core curriculum

- Recurring or on-going projects costs such as regular workshops or duplication of existing provision
- Finance related to: regular core running costs, website maintenance/development, loan repayments, VAT, budget deficits, endowments, study or training fees
- Fundraising events, activities for private gain, or that result in profit being made
- Promotional videos or films
- Food and refreshments

HOW MUCH CAN YOU APPLY FOR?

Applicants are required to complete only one application form depending on the level of funding requested:

- **GRANT A application:**
Groups/organisations are invited to apply for **grants up to £5,000**.
- **GRANT B application:**
Groups/organisations are invited to apply for **grants up to £15,000**. For Grant B, applicants are required to provide more detail about their project/event, and projects/events must have a greater impact for participants and audiences.

GRANT CONDITIONS

If your application is successful, the following conditions will apply:

- Your project should not have commenced until funding has been agreed and the agreements have been signed.
- Your project will be monitored by the Royal Borough of Greenwich and access to the project and any related performances or activities must be granted.
- The Royal Borough's support must be acknowledged in all printed and online communications in line with the communications guidelines which will be provided.
- All print and press releases must be submitted to Royal Borough of Greenwich for approval prior to release.
- The final report must be submitted within 30 days of project completion.
- Where possible, venues with access for disabled people should be used, and access details stated on all publicity materials
- Those working with or providing activities for children, young people and vulnerable adults must ensure that staff, artists or volunteers working with children, young people or vulnerable adults have a Disclosure and Barring Service (DBS) check, copies of which must be kept on file. For more information visit www.disclosuresdb.co.uk

Payment terms:

- 90% of your grant will be paid by bank transfer once the acceptance form has been received. The final 10% instalment will be retained until the project report, including evaluation information and the final accounts have been submitted and approved.

Please note:

- Failure to meet all the grant conditions may result in us withholding the final payment
- You must not make any commitment to spend the grant funding until you have been officially notified of the outcome of your application.

FUNDING AND DEADLINES

Please note that as the funding is limited projects will need to show a high level of cultural content, and work with and provide opportunities for the local community in Royal Greenwich.

YOUR PROJECT SHOULD NOT COMMENCE UNTIL FUNDING HAS BEEN AGREED.

For support at any point when completing your application, you can book a date and time to talk to an officer before the closing date for the fund. Please email, artsgreenwich@royalgreenwich.gov.uk or call 020 8921 3687 to book an appointment.

Please submit your application no later than 11.59 pm, Monday 17 August 2020.
Applications received after this time will not be assessed.

CONTACT

For help or assistance please contact:

Culture, Tourism and Heritage Office
Royal Borough of Greenwich
The Woolwich Centre
35 Wellington Street
London SE18 6HQ

artsgreenwich@royalgreenwich.gov.uk

APPENDIX I:

Black History Month: BAME Conference and BHM launch Event
For information and context for grant applicants

Date: Early October 2020

EVENT 1

Time: Day time conference event leading to evening performance

Duration: All day event

Venue: Woolwich Works

Theme: A conference event with stalls and seminars to launch the Equality and Equity Charter.

Programme: Keynote speakers will be invited but there will also be opportunities for groups to bid to run seminars and workshops. In addition, there will be an opportunity for stall holders to take part and help celebrate Black History and culture.

EVENT 2

Time: Evening event

Duration: 1.5hrs

Venue: Woolwich Works

Theme: Our Heritage: Celebration and Achievements

Programme: We will be asking local groups to bid to organise the Council's launch event, which will kick off a month of celebrations in the borough. There is potential for it to be the evening finale to a BAME VCS conference which would take place during the day.

Proposed elements of the event are (subject to confirmation and budget):

- a performance by Chineke!

However, we would expect the successful organisers to develop content reflecting local BAME communities and if appropriate, the national theme.

Last year's event was very well received and featured stories from BAME community members, performances by local schools and organisations and stalls showcasing local groups.

Publicity: The Council will use its communications channels to promote the event and the wider BHM celebrations. These include:

- Greenwich Info
- The Weekender
- Facebook
- Twitter
- Instagram
- Email newsletters
- Council website

We will also work with community groups and organisations to help information reach their audiences and improve overall engagement.

Content will be tailored to specific audiences to ensure accessibility.

APPENDIX 2:

PROJECT TIMELINE AND BUDGET OVERVIEW

24 July to 17 August: **Application Period**

- Large grants of up to £15,000 to fund high profile events with strong outputs
- Small grant of up to £5,000 to fund smaller community focused events that meet the local need

21 July onwards: **Programme Development**

18 to 21 August: **Application Assessment**
Panel to be decided

24 August (w/c): **Notification Letters Out**

31 August (w/c): **Grant Payments**

31 August (w/c): **Marketing** (RBG internal communications)

Early October: **Launch Event** (RBG internal communications)

1 to 31 October **Black History Month Programme Delivery**