



Untold Edmonton Grant Application Form Guidance

Large Grants

Introduction

About the Untold Edmonton Community Grant

The Untold Edmonton community grant scheme will support individuals and community groups to develop and deliver creative activities and projects that showcase Edmonton's amazing stories. The programme runs in-between November 2022 and December 2024.

Funding available

There are two grant programmes for Untold Edmonton. This form is for the large grants programme. There is an anticipated maximum of £50,000 available for the large grants programme with project grants available in-between £4000 and £9000. You can apply for any amount in-between these two figures.

Funding schedule

Applications are open from 1st November 2022.

You can apply to meet any of the following deadlines:

- 1st December 2022
- 1st May 2023
- 1st November 2023
- 1st February 2024

Grants will be awarded if they meet the criteria and are approved by the project steering committee. We cannot guarantee that funding will be available for later rounds depending on the number of applications we receive so we would encourage you to apply early if you can.

Once you receive funding you must start your project within 8 weeks.

You must finish your project by 1st December 2024.

Eligibility

Projects must explore and celebrate an aspect of Edmonton. We are particularly keen to fund stories about Edmonton's culture and heritage that are not widely known.

Projects must benefit Edmonton residents.

Projects should be inclusive and open to all to participate.

You can only submit one application per organisation/individual. Anyone can apply!

We won't fund projects that are not about Edmonton and its cultural heritage and that do not take place in Edmonton. We will also not fund repair or maintenance of building projects.

Submitting your application

Please send your application to Dorian Knight (Cultural Heritage Development Officer) dorian.knight@enfield.gov.uk. If you would prefer to submit with a paper copy of your application, please contact Dorian Knight on 077866276784 or on the email address listed above.

Assessment Process

Project will be chosen by a community steering committee. Your application will be assessed on:

- The strength of your project idea.
- The scope for people to learn about a part of Edmonton's story.
- Whether the project offers good value for money.

You will be notified of the outcome of your application within 4 weeks of submitting.

How to complete the application form

These notes will help you to answer the application form fully. Each section of the application form will correspond to the notes in this document.

Section 1 – About you

This section asks for the contact details of you or your organisation. The contact person you give must be someone who can answer questions about the project.

Section 2 – About your Edmonton story

A – This sub-section is where you can tell us what type of story from Edmonton you want to explore in your project. For example:

- The story of green spaces in Edmonton. For example, the development of Pymmes Park
- The story of Edmonton's industrial past. For example, the history of MK Electric.
- The story of certain cultural sites in Edmonton. For example, the Regal cinema.
- The story behind certain communities and cultures. For example, the migration of the Albanian community to Edmonton.
- Stories of past events. For example, Bob Marley's concert in Edmonton.
- Celebrations of folktales, songs, memories, and oral histories.
- Celebrations of culture including traditions, faiths, sports, poetry, food, fashion, and dialects.

- Celebrations of interesting people from Edmonton past and present. For example, Romantic poet John Keats or drum & bass legend Shy FX.

B – This sub-section is where you can tell us why you want to explore this story and why it is important. For example:

- Would Edmonton residents benefit and/or enjoy this project?
- Would this project explore and celebrate hidden stories?
- Is there a demand or need for your project within Edmonton?

Section 3 – Tell us about your project

A – Please come up with a name for your project.

B – This subsection is where you can describe your project. For example, what will you explore in your project and how will you go about developing and delivering the project?

C – This subsection is where you can tell us dates for your projects start and finish. The earliest start date is 1st December 2022, and the latest finish date is 1st December 2024. Please also mention any other dates you have in mind.

D – If known, please give us the details (including the address) of where your project will be taking place, for example Fore Street Library.

E – In this sub-section you can tell us what people you wish to engage with in your project. It may be helpful to divide this up into *participants* (the people involved in producing your project, for example, a script writer or a volunteer) and *audiences* (the people engaging with your project, for example, a visitor to an exhibition or people taking part in one of your workshops).

F – Please list what your project will result in. For example, an exhibition, a film screening, a festival, a cookery class or something else?

G – How will you let people know your project is happening? For example, will you be using word of mouth, Twitter or Facebook or other social media platforms to promote your project?

H – Please tell us how you know your project will have been a success once you have finished it? For example, will you have reached new people who may not have known about your story beforehand?

Section 4 – How much will your project cost?

A – Grants for projects are available for in-between £4000 - £9000. You can choose how much you want to apply for in-between this range. This section should be completed with your projection of a realistic level of funding needed for your project. It is important to calculate the costs for your activities as accurately as possible.

B – Please also tell us if you are contributing any financial resources to the project. For example, this may be organisational money or money from an additional funder. Projects are **not** required to have cash from other sources or other contributions. Where you do have other support, however, please tell us as this will help to demonstrate that the project can be well delivered.

C – Please tell us if you are contributing any non-financial resources to your project. This could be a space where activity will happen, volunteer time or professional services that are being contributed.

Section 5 – Finishing your application

If you are an organisation, please ensure that the application has been approved by your Trustees and/or your management or Executive Committee, and that the named person has the authority to sign the statement and submit the completed application.

If you are an individual, please sign the statement and submit the completed application.

All submitted applications can be sent to dorian.knight@enfield.gov.uk

Please read conditions of the grant at the bottom of the application page.