Wigan Cultural Development Match Fund

# **Application Guidance**

Thank you for your interest in applying for the Cultural Development Match Fund. This is a pilot scheme where the council is providing match funding for applications with the potential to bring additional investment to the borough. These might be, but are not limited to, Arts Council National Lottery Project Grants, National Heritage Fund and trusts and foundations.

## **Funding Criteria**

The match funding is restricted to cultural & heritage organisations, or individuals working in these fields, based in Wigan and projects taking place solely in the Borough. Projects must contribute to one or more of the council’s cultural priorities:

1. Celebrate our unique culture and heritage through events, exhibitions and media.
2. Ensure people have access to new cultural activities across our borough​.
3. Promote local artistic talent.
4. Engage, challenge and galvanise our young people to create cultural innovations and experiences​.
5. Support and enable the preservation, development and use of our cultural and heritage assets.

In addition to this, projects are expected to be public facing or contain a significant amount of public or community engagement.

This is not a general grant making scheme and these funds can only be used as match funding for applications that have not yet been submitted. We cannot offer funding retrospectively or as match to other council grants/investment.

### **What you can apply for**

* Applications of up to £2000 can be made depending on the scale of the project.
* Applicants are welcome to make multiple applications to the fund but are unlikely to receive funding for more than one project in the same financial year.
* The leverage ratio of any amount applied for from the fund should be at least 5:1. This means applications must “lever in” more than five times the amount applied for from Wigan Council.
* The Match Funding Grants are conditional on the application to the funding organisation being successful.
* If your application to the funding organisation is unsuccessful, then the Match Funding Grant offer will be withdrawn.
* The amount applied for from Wigan Council should always be clearly listed in the proposed budget in the application to the funding organisation.

### **Projects we do not fund**

* Political and religious events and projects, excluding arts and cultural events. that promote religious or racial harmony, or equality and diversity.
* Political projects to raise funding for charitable purposes.
* Projects principally for individual or professional development.

## **When to apply**

Wigan Cultural Development Match Funding pilot is a rolling programme from July 2024 – March 2025.

Applications can be made at any time during this period. There is a limited amount (£25,000) available over this period. Applicants should be aware that the programme may run out of funds before the end of the financial year.

Funding is awarded on a “first come first serve” basis. This is measured first on the date the application is formally received and secondly on the date Wigan Council is formally informed that the supported bid is successful.

We will aim to give you a response and, if successful, an in-principle offer of match funding within four weeks of receipt of an application.

## **How your application will be assessed**

Wigan Council Culture Team will assess applications against the funding criteria with recommendations made monthly to the Culture & Events Management Team at the council who will make decisions on which applications the council will support.

Demand for the fund is expected to be high and the council will not be able to support all applications received.

### **Successful Applications**

Successful applications will have agreed funding awarded in two parts:

The first will be released on confirmation that the main bid for which the grant acts as match have been successful and will be an amount of 90% of the funding applied for.

The second part – 10% of the awarded amount - will be released to you upon completion of the project and on receipt of:

1. An evaluation report for the completed project including photographic or filmed records.

To cut down on paperwork, we will accept a copy of the major funder evaluation to fulfil this requirement if the following information is covered:

* + numbers of audiences and any available breakdown of those audiences in social, diverse or geographic terms.
  + numbers of members of the public who actively participated in the project through workshops or by other means.
  + numbers of artists or creative professionals who were employed in the delivery of the project.

1. Full balanced budget of all expenditure and income for the project.

### **Unsuccessful Applications**

We will not be able to provide feedback to unsuccessful applicants. The ongoing nature of the application process means there is an opportunity to resubmit an application for consideration at a future decision-making meeting.

# **How to apply**

To make an application to the Wigan Cultural Development Match Fund, applicants must complete the online form available via the Turnpike Gallery website [www.theturnpikegallery.org.uk](http://www.theturnpikegallery.org.uk) with a copy of the major funder application attached.

# **Enquiries**

If you have any questions about the fund, please contact [theturnpikegallery@wigan.gov.uk](mailto:theturnpikegallery@wigan.gov.uk)