

## **Festival and Events Fund 2025 -2026**

### **Support for Local Arts, Cultural and Heritage Organisations**

#### **Introduction and Funding Criteria**

##### **1. Aims of Fund**

The Events and Festivals Grant is a programme delivered in the form of grants to organisations, voluntary and community-led businesses, social enterprises, charities, town and parish council and other constituted groups across Westmorland and Furness Council area. It will help to deliver better events and festivals across the area.

The programme is funded by the UK Government through the UK Shared Prosperity Fund. The Fund aims to improve pride in place and increase life chances across the UK, investing in communities and place, supporting local business, and people and skills.

This programme will provide grants to voluntary and community-led businesses, social enterprises, charities and constituted groups as well as Town and Parish Councils. Grants available will range from £1000 - £10,000.

The project aims to:

- Improve the quality and /or functionality of events/festivals.
- Promote community, place and the environment through events / festivals
- Improve the sustainability of events /festivals
- Support events / festivals that align with the Westmorland and Furness Council Plan

Both revenue and capital grant funding is available.

Note:

- Revenue expenditure refers to funding of ongoing organisational expenses specifically required in the running of interventions / activities.
- Capital expenditure refers to funding to acquire, build or upgrade physical assets.

Applicants will be required to identify how they will ensure compliance with Subsidy Control requirements.

## **2. Festivals and Events - Eligibility Criteria for Funding**

- 2.1. Both applicant and project should be based within the Westmorland and Furness Area. There should be a clear and definable benefit to the community of Westmorland and Furness.
- 2.2. Applicants must be one or more of the following:
  - Voluntary and community-led businesses, social enterprises, charities and constituted groups.
  - Town and Parish Councils.
  - Organisations able to deliver new or improved infrastructure that will have community benefit.
- 2.3. Any grant awarded must only be spent for the approved purpose, i.e. applicants must be able to demonstrate that the funding has been spent as outlined in the grant award letter.
- 2.4. Applicants must demonstrate that they can deliver their proposal and achieve the agreed outputs and outcomes within the required timeframe. Both need to be completed no later than 27th February 2026.
- 2.5. This grant is available to organisations and not individuals. A copy of constitution, terms of reference or proof of formalised structure should be submitted with your application form.
- 2.6. Applicants are required to have a bank account in the name of the group. All withdrawals from the account should require a minimum of two signatures.
- 2.7. It is unlikely that the Festivals and Events Fund will be able to provide grants for all potentially eligible applications. Therefore, we reserve the right to prioritise applications to achieve best value for money.
- 2.8. We are seeking parity and will invest appropriate funding and aim to support the delivery of revenue or capital projects across the three key areas: Barrow, Eden and South Lakeland.
- 2.9. Applications will be prioritised which seek to address a strategic need or fill the gap in provision. We will be seeking to ensure a balanced portfolio.
- 2.10. We also reserve the right to decline applications which do not meet the stated criteria.
- 2.11. Projects which require a total amount of resource in excess of the maximum that can be provided by this fund are still eligible to apply, however applicants will be required to give evidence that match funding will be in place in order to complete the project within the time frame (completion no later than 27th February 2026).

**For advice on any aspect of you application please email  
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- 2.12. The target beneficiaries of this funding scheme are charities and not-for-profit organisations. We reserve the right to prioritise these groups when allocating funding and withholding funding from business groups who are a capable of applying for support unaided or with a track record of previously successful large scale funding applications.

### **3. Successful applications will demonstrate the following:**

- 3.1. The proposal will be outlined clearly and fully so that the assessment panel can understand what you want to do in sufficient detail to be able to make a decision.
- 3.2. Set out how you will monitor and measure outputs and outcomes.
- 3.3. Set out why you propose to deliver your project in the location / venue chosen and to the audience you have identified. This will clearly show how your project increases engagement and participation levels.
- 3.4. Your application will contain a detailed breakdown of all costs associated with your application for funding.
- 3.5. Set out named individuals who will be responsible for the delivery of the grant.
- 3.6. You will illustrate how your project will have an impact beyond the timeframe of the funding and that it will deliver longer-term benefits to the residents of Westmorland and Furness.
- 3.7. You will outline a clearly a well thought out plan that shows how money will be spent and gives assurance that the project outputs and outcomes will be delivered within the required timeframe. The Council does not have the facility to fund projects that will deliver outputs and outcomes beyond these deadlines.

### **4. What we will not fund:**

- 4.1. Projects that we consider undeliverable within the timescales required by this fund.
- 4.2. Projects that do not aim to deliver any of the outputs or outcomes required by this Fund.
- 4.3. The Fund will not support 'business as usual' including routine maintenance activities.
- 4.4. Groups and organisations without a constitution
- 4.5. Groups/organisations without a dual signatory bank account

### **5. Corporate Plan**

- 5.1. Please refer to Westmorland and Furness' Council Plan. Projects will be expected to align with some of the core priorities.

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## **6. Outputs / Outcomes**

Successful applicant will demonstrate that their projects will achieve:

- 6.1. Increased numbers of individuals engaged in their events or festivals as a result of the funded intervention. Engagement can include physical and digital engagements.
- 6.2. Increased numbers of volunteering opportunities created as a result of the funded intervention. This includes opportunities for people to volunteer on a regular basis and opportunities for one off volunteering.
- 6.3. To make a successful case for funding you will need to be able to provide evidence of your engagement figures and volunteering opportunities in previous similar events or festivals delivered prior to support.

Please note that UKSPF funding requires Westmorland and Furness Council to deliver specific outputs and outcomes through this funding scheme and so scoring for these applications will take into account the number and quality of outputs and outcomes your application indicates that you can deliver.

## **7. All Applicants - What you will need in addition to your application form**

- Copies of two written quotes/estimates for all items of expenditure. The written quotes and estimates must display the relevant company names and addresses and be less than six months old;
- A copy of a recent Bank Statement for all accounts held in the name of your group;
- A copy of your most recent Annual Accounts or Audited Accounts;
- A copy of Constitution, terms of reference or proof of formalised structure;
- Your Equal Opportunities Policy or Statement (where not explicit in Constitution);
- A copy of your last Annual Report and/or AGM minutes;
- Your Child Protection Policy, where appropriate;
- Your Safeguarding Vulnerable Adults Policy or Statement, where appropriate;
- Evidence of building compliance as requested by the Council e.g. fire risk assessment etc. where appropriate;
- Public / employee liability or professional indemnity insurance where appropriate;

Note: Incomplete applications or applications that do not include all of the above documentation cannot be considered for funding.

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## 8. How your application is dealt with:

- Informal calls with Westmorland and Furness Officers, relating to applications can take place for those who would like them from during April and May 2025
- Deadline for completed applications will be Friday 2nd June 2025
- Upon receipt of a completed application, an initial assessment will be made to check that your organisation and your proposal is eligible for funding against the criteria of the scheme. We aim to acknowledge receipt of applications within 5 working days.
- Applications which meet all relevant criteria will be put forward for decision making by a panel who will make recommendations. These recommendations could include: unconditional funding, funding if specified conditions are met or not to fund. Applicants will be given a period in which to address conditions and resubmit their application before a final decision is made.
- Once your application has been considered and a decision has been made we will inform you by letter and if you have been successful we will arrange for the funds to be released. Our aim is to notify applicants by: Friday 23rd June 2025.
- Applicants will be notified by letter within two weeks of the decision. If your application is not being recommended for funding, you will receive feedback on the reasons for the decision.

### **Application Timeline**

29th April 2025	Festival and Events Fund launched
2nd June 2025	Deadline for applications
Mid-June 2025	Panel meet to make recommendations
23rd June 2025	Applicants notified with decision

**Please direct any queries and send completed application forms to the Arts and Culture Officer at [artsandculture@westmorlandandfurness.gov.uk](mailto:artsandculture@westmorlandandfurness.gov.uk)**

**Please note that the application deadline is 2nd June 2025.**

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