

About the fund

The Creating and Celebrating Connections fund will support voluntary and community groups to create or enhance group or community activities as part of the Queen's Platinum Jubilee celebrations in June 2022. The fund is open to voluntary and community organisations with charitable aims who are either based in Letchworth or organise and run groups and activities that benefit Letchworth residents.

At the heart of the fund is the purpose of encouraging people to celebrate their social connections by getting to know each other a little bit better and coming together in a spirit of fun and friendship.

We recognize that groups and communities are diverse and there will be many different ideas about how groups and communities can come together to connect and celebrate. We don't want to be too prescriptive, however, what is important is that the activity is something your group or community would want to take part in and then identify how grant funding could contribute towards the activity. Where possible we would like to see the grant enhancing the planned activity rather than supplementing the basic cost or basic resources. This means groups can fund professionals to provide activities or sessions prior to and/or during the planned activity or event.

What type of projects will the fund support

We have a broad range of groups and organisations in the town and as such we anticipate the ideas and requests will mirror this breadth. Consequently the list shown below is offered to prompt thinking rather than as a guide to activities eligible for funding:

- Events such as the Big Lunch
- Community based events hosted by Community Centres
- Activities or events hosted by community groups either independently or in groups
- Events in settings such as independent living schemes where residents may not be able to access community based events
- Creative organisations hosting events to showcase or learn new skills
- Activities that utilise cultural the creative arts practitioners to compliment a planned activity or event such as dance, visual arts, music, theatre, literature and museums
- The planting of trees and encouraging children to learn about them via the 'Queen's Green Canopy' scheme

It is important to emphasise that this is not a definite list, Letchworth has an innovative and enterprising community sector and we would encourage and welcome a broad range of applications based on the criteria.

Timeline

The application process opens on Wednesday 9th March 2022 and the short, simple application can be found [here](#). Due to the short turnaround of the programme funding will be considered on a rolling programme based on the following two-week periods until the fund has been spent:

Friday 25th March

Friday 8th April

Friday 22nd April

The project can begin from the day the group receive funding and the activity should take place in June on or around the Queens Platinum Jubilee weekend Thursday 2nd June to Sunday 5th June 2022.

Who can apply?

The fund is open to voluntary and community organisations with charitable aims and who are either based in a community setting or a geographical or cultural community. It is important the group has a bank account and has the capacity and skills to deliver the proposed event or activity.

The fund will not offer funding to:

- Statutory organisations
- Limited companies, sole traders or partnerships

How much can a group apply for:

Groups can apply for a grant of a maximum of £750

What can the grant be used for?

Eligible costs include:

- Artists fees to create and deliver activities
- Volunteer expenses
- Materials and equipment needed for the event or activity

- Food and non-alcoholic drinks*
- Marketing costs and promotion of the event
- Wider costs such as insurance
- Cost of making your event accessible to all such as BSL interpreters, translation, signage

*will only be funded as part of the overall costs a grant cannot fund the total costs of food and drinks and cannot fund subsidized purchased food.

What will not be eligible for funding:

- Activities that have already taken place or to order or purchase goods or services before a decision has been made on the application
- Activity that does not culminate in June 2022
- Costs of routine activity that regularly takes place and is not adapted or enhanced as part of this weekend
- Contributions to appeals
- Activity promoting political or social beliefs
- Activity that should be provided by statutory services
- The mitigation of losses and/or debt mitigation

If an application is successful:

We will let a group know and the group will need to agree to accept the funding, the funding will then be paid into the groups account.

Groups will have to complete a very simple evaluation form to share benefit of the activity or event

An aspect of the event or activity should be capture digitally to support the social history of the town – this could be a picture of an activity, interview, short clip of the event etc.

Include the hashtag #lgchffunded