



Together We Create Fund



Funded by The Lowry, supported by National Lottery Heritage Fund

Grants of up to £2,500 supporting creative projects across Salford's communities to celebrate The Lowry's 25th Anniversary via the National Lottery Heritage Fund.

Who can apply?

• Constituted as a voluntary, community or social enterprise (VCSE) organisation	
• Based in Salford OR have a strong track record of delivery in Salford	
• Be a full member of Salford CVS. Apply for membership here.	
• With an organisational Bank Account with 2 signatories who are not related to each other OR have a holding account at Salford CVS	
• Have a turnover of less than £100,000 in the last financial year.	
• Are able to submit a fully completed application by Friday 4th April at 12:00pm (midday) to grants@salfordcvs.co.uk	
• Fully up to date with grant reporting to Salford CVS (if applicable)	

What is the Together We Create Fund?

Background to the fund

Together We Create is made possible with The National Lottery Heritage Fund. Thanks to National Lottery players, we will deliver an ambitious heritage project celebrating Lowry's 25th anniversary, bringing to life local histories, commissioning 10 organisations to celebrate their local communities through creativity, and exploring L.S. Lowry's legacy as a champion of working class and industrial heritage.

The aim of the fund is to enable communities in Salford to experience or take part in creative activity for free, on their doorsteps. Successful projects will be those that will empower Salford residents to feel confident to express themselves through creativity.

This funding is for small groups to deliver short community arts projects or put on events or activities for their communities. This might include:

- Events
- Creative workshops
- Live performances
 - For example dance, drama, poetry, storytelling, music
- Visual arts
 - For example crafts, ceramics, crochet, photography, painting
- Digital arts
 - For example film, music

The funding may also be suitable to enhance existing projects by enabling more or new people to engage in creativity in communities.

This funding is looking to support a spread of geographical communities across Salford, communities who are underserved, supporting groups who work with:

- Disabled people
- Global majority communities
- Communities facing socio-economic deprivation
- Those facing health (including mental health) conditions.
- Those experiencing social isolation

Participation in Initial Meeting and Celebration Events

The Lowry will hold two events in June and November 2025 to bring together all funded projects to share their plans, and then celebrate the funded projects.

Attendance and participation at these events is a condition of funding – please check that a member of your team will be able to attend before applying.

Refreshments and public transport expenses will be provided.

How much can you apply for?

Eligible organisations are welcome to apply for grants of from £1,000 to £2,500.

Eligible Costs

The following items are eligible for:

- Volunteer expenses
- Venue hire
- Equipment hire
- Materials
- Refreshments
- Promotion and publicity
- Public liability insurance
- Access support including transport
- Activity or experience costs (e.g. tickets to exhibition or shows)
- Event costs
- Staffing / freelancer costs
- Any other reasonable project costs

Grant monies must not be spent on alcohol.

What policies / other documentation are required?

All organisations will be expected to have the following policies in place at the time of application:

- a) Health and Safety Policy
- b) Equality/Diversity Statement or Policy
- c) Public Liability Insurance (Cost can be included in budget)
- d) Risk Assessments

...and if applicable to project activities:

- e) Volunteer Policy
- f) Safeguarding Adults Policy
- g) Safeguarding Children Policy

Please note: If your project involves working with children or vulnerable adults you will need to include a copy of the Safeguarding Policy.

What support is available to applicants?

Support with your application

If you have any questions or concerns about completing the application form, or you would like to discuss your application with a member of the Grants Team, please contact: niamh.meehan@salfordcvs.co.uk or phone 0161 787 7795. The Grants Team are also available to provide a pre-application read-through and feedback.

Wider development support

Salford CVS can also offer practical support to VCSE organisations with developing policies, accessing volunteers, and accessing wider funding. For further information, visit our website at:

www.salfordcvs.co.uk/development-support

See our online Safeguarding in Salford resources:

www.salfordcvs.co.uk/safeguarding-salford

You can also contact our Development Team by phone 0161 787 7795 or email at: office@salfordcvs.co.uk

How to apply

For advice and guidance on applying for this grant please contact Niamh Meehan, Grants Development Worker by email at: niamh.meehan@salfordcvs.co.uk or by phone on 0161 787 7795.

Organisations that wish to apply will need to complete the application form and submit it by email to grants@salfordcvs.co.uk in Word format. Alternatively, they can be posted to: Salford CVS, The Old Town Hall, 5 Irwell Place, Eccles, M30 0FN

When is the closing date for applications?

The fund will close to applications on **Friday 4th April at 12:00 (midday)**.

How will applications be assessed?

On receipt of applications, Salford CVS will undertake a number of eligibility checks. All applications that are eligible will be independently scored by a panel consisting of representatives from The Lowry, Salford CVS, and the VCSE Sector. This assessment panel will then meet to agree the awards and provide feedback to unsuccessful applicants.

Timeline for Together We Create grants 2025

Friday 28th February 2025

Together We Create grants for 2025 are live on salfordcvs.co.uk/live-grants

Friday 4th April at 12:00 (midday)

Deadline for submission to grants@salfordcvs.co.uk

We will share decisions within 8 weeks of the application deadline.

Groups who are not awarded a grant will receive feedback from the panel and an opportunity to be supported with future applications by the Grants Team.

Groups who are rewarded a grant will receive an offer letter and Acceptance of Grant form.

This must be returned at your earliest convenience in order for the payment to be processed.

Salford CVS will then issue the grant by bank transfer within 5-10 working days.

The full grant amount will be paid upfront in line with the 'Principles of Good Grant Giving'.

Early June – December 2025 - Project delivery period

w/c 2nd June 2025 – Initial meeting of all groups with The Lowry

Tuesday 18th November 2025 – Celebration Event at The Lowry

How will our project be evaluated by Salford CVS?

Salford CVS has a three-fold approach to evaluation:

- **Assessing impact** – the difference your project made in words, numbers, stories, quotes and photos
- **Gathering learning** – what you have learned as an organisation, how your organisation has developed and what you would do differently next time
- **Providing assurance** – demonstrating good management of public money

Reporting requirements

- In practical terms, this will mean providing an **end of project report** form to capture what was delivered, how the project went, and the difference that the funding made.
- Photos, quotes from participants, wider family members and trainers.

We may also select your project for a monitoring visit to help us understand how you are getting on and if you're in need of any support.

As guardians of public money, Salford CVS requires all funded organisations to keep receipts for all project spend after your project completes. Salford CVS undertakes a number of spot-audits every year and you may be asked to provide evidence of your spending.

With your help in providing feedback we can demonstrate how grants and investments can make a real difference to the health and wellbeing of local people. This is important in helping us report back to our funders and wider partners, and helps secure investment in our sector over the years to come.

Any further questions?

For advice and guidance on applying for this grant please contact Niamh Meehan, Grants Development Worker by email at: niamh.meehan@salfordcvs.co.uk or by phone on 0161 787 7795.

Alternatively, please contact the wider Grants Team by phone 0161 787 7795 or email at: grants@salfordcvs.co.uk

Completing Application Form - Part 1

Contact Information

Question a) – Please give the name of the lead contact for this application / project. They will be the primary point of contact for all matters relating to this application and the project if successful.

Question b) – Please give a secondary contact. They will only be contacted if we have difficulty reaching the lead contact.

About your organisation

Question 1) – Please give the full name of your organisation.

Question 2) – Please give the registered address of your organisation. If you don't have a registered address as such, please provide the address of your Chair.

Question 3) – Please give your organisation's turnover for the last full financial year.

Question 4) – Please tell us how your organisation is constituted; examples are provided below:

- Unincorporated Association or Community Group
- Company Limited by Guarantee
- Registered Charity
- Charitable Incorporated Organisation
- Community Interest Company
- Community Benefit Society
- Cooperative Society
- Other (give details)

Please note:

- All organisations must be not-for-private-profit
- Companies Limited by Guarantee must have an 'asset lock' to prevent the transfer of assets to individuals
- Some charities might also be a company limited by guarantee

Question 5) – Please give your organisation number (i.e. registered with the Charity Commission or Companies House). Please note that Unincorporated Organisations / Community Groups will not have an Organisation Number.

Questions 6) – Please provide the URL (link) to your organisation’s website, Facebook, Twitter and Instagram accounts (if applicable)

Questions 7-9) – We are keen to support all staffed organisations that pay a minimum wage of at least **£12.60 per hour** as set by the Living Wage Foundation. We also actively encourage organisations to become an accredited [Living Wage Employer](#). If you don’t employ staff, please tick the ‘not applicable’ box (N/A).

This includes regular third party contractor staff.

Question 10) – We expect all organisations to have relevant policies in place at the time of application. Please note that Public Liability Insurance costs can form an element of your bid. If you need advice or support on developing policies, please see the ‘What support is available to applicants?’ section above.

Please note that you will need to submit copies of the following documents along with your application:

- Safeguarding Adults Policy (only if applicable to your project)
- Safeguarding Children Policy (only if applicable to your project)
- Level 2 Food Hygiene (if you have and if applicable to your project)

Summary - project information

Question 11) – Please give your project a memorable name. This helps us identify your project should your application be successful.

Question 12) – Please give a brief description of your project that sums up what you plan to do (50 words max). This may be used in our publicity to publicise the award.

Question 13) – Please give your proposed project start and finish dates. Realistically, the earliest that funded projects can commence is **June 2025** and they must be completed by **December 2025**.

Question 14) – Please indicate the areas of Salford which will receive support from your project. If it is across the whole of Salford, please tick ‘Salford city-wide’.

Question 15) – If your project is delivered from a single location (e.g. a community centre) please provide a postcode for this. If your activity takes place at more than one location, please provide all the postcodes. If this proves too difficult or isn't applicable, please give details.

About your project

Question 16) Give your organisation name again.

Question 17) – Explain why you want to put creative projects, events or activities on for your community, and how you know the project is needed in the community. Provide any evidence you have, for example conversations with the people who will benefit from the project, survey results, learning from similar projects, local data, etc.

Question 18) – Please tell us what you intend to do with the grant if successful. Please give details of the practicalities involved in delivering your project, for example how you will use the money, what you plan to do, who will deliver the activities, the frequency of activities, when and where they will happen, how they will be promoted, etc. This activity must be recognisable in your project budget.

Question 19) – Give details of how many sessions or activities that will be delivered with this grant (for example workshops).

Question 20) – Give details of how many events will be delivered with this grant (for example performances, community events, trips).

Question 21) – Please use simple language to tell us who will benefit from the project. Mention anything that distinguishes them or that they have in common. For example, they might live in the same area, have a shared background or culture, or have similar hobbies or interests.

Question 22) – Provide how many people you are hoping will benefit directly from the project. Be realistic – we are interested in funding organisations delivering good projects with a manageable number of beneficiaries. We are **not** looking to understand the number of times people interact with your project – so if someone will attend more than once, they should only be counted once in this figure.

Question 23) – Explain how your project, event, or activity will help Salford residents to feel more confident to express themselves creatively, or engage with creative activity. How will the funding make a difference to your community?

Question 24) – The Lowry will hold a Celebration event in November 2025 to bring together all funded projects to a show and tell style event. Give details of how you will capture your project in a way that it can be either re-created, presented, or shared at this event. This might be a video, bringing community members to the event, physical artwork or creations to present, or high quality photos.

Please confirm that you or a member of your community/group will attend two events with The Lowry.

Question 25) – Your project might achieve other social, economic, or environmental benefits for Salford. We refer to these wider benefits as social value.

Purchasing from local independent suppliers

As leading member of the Social Value Alliance, Salford CVS wants to ensure that as much of its grant monies as possible are spent in Salford. If possible, please try and avoid large chains or corporations, and especially Amazon who have been identified as the [worst company for aggressive tax avoidance](#) which deprives our government of much-needed funds for schools, hospitals, local services etc. If you do feel pressured to occasionally use Amazon, then buy from Amazon Marketplace which supports independent suppliers.

Example

You are applying for funding for a community graffiti art project.

- It supports the local economy and VCSE sector, by ensuring the services and materials that are bought in are sourced from **local independent businesses and fellow VCSE organisations**.
- It increases local people's employability, by providing **training opportunities** for staff.
- It supports people to give back to their community through **volunteering**.

Question 26) - Please give an accurate breakdown of your project costs by describing each item. You'll need to research some prices or obtain quotes (i.e. you can't just guess the costs). Please break down your calculation so we can see how you've arrived at the cost for each item. See some examples below.

Example 1

Acceptable: Venue hire – 4hrs/wk @ £10ph x 10 weeks = £400

Not acceptable: Venue hire – £400

Example 2

Acceptable: Refreshments @ £1.50/person x 10 people x 10 events = £150

Not acceptable: Refreshments = £150

Example 3

Acceptable: T-shirts @ £10 each x 15 = £150 + £5 delivery = £155

Not acceptable: T-shirts = £155

If other money is being used to support this project:

If you have other sources of money, it may be you're only looking for a contribution to certain costs (see the example below).

Description of item	Breakdown of calculations	Item cost	Amount requested
Venue Hire	4 hours per week @ £10ph x 10 weeks	£400	£250

Full cost = £400

Amount requested = £250

Amount from alternative sources = £150 (e.g. an annual raffle)

Therefore, the total cost of the project may be more than the amount you're requesting from this fund. If this is the case, please include the other sources of funding which will support this project and whether the money has been secured or whether an application is pending (see example below). **Such match funding is desirable but not essential.**

If applicable, where is the rest of the money coming from?		
Source of funding	Amount	Funding Secured?
Annual raffle	£150	Yes

Please attach

Please confirm you are attaching:

- Safeguarding Adults policy (*if applicable to project activities*)
- Safeguarding Children policy (*if applicable to project activities*)

Declaration

Please confirm that you have read the [Terms and Conditions](#) of this grant by giving the name and role of the lead applicant.