



Community Meal, The Sixth Festival of Thrift
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NATIONAL LOTTERY PROJECT GRANTS INFORMATION SHEET

TIME LIMITED PRIORITY

Volunteering Futures

Supported by DCMS

Arts Council National Lottery Project Grants is our open-access funding programme for individual practitioners, arts organisations, libraries, and museum projects.

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Awarding funds from
THE NATIONAL LOTTERY®



Department for
Digital, Culture,
Media & Sport

artscouncil.org.uk

What's Inside

This information sheet relates to Arts Council England's National Lottery Project Grants. It can be used alongside the Project Grants 'How to Apply' guidance documents to support you to make your application. You should still read the how to apply guidance if you would like to apply for this type of project.

Please see our [website](#) for more information about Project Grants.

In this information sheet, we will talk about the following:

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Time limited priorities information

From time to time, we may ask for specific types of applications through Arts Council National Lottery Project Grants to help us achieve our strategy [Let's Create](#).

The opportunity to respond to any priority is part of Arts Council National Lottery Project Grants, and is not a separate programme. Any application must meet the criteria for Project Grants, as well as respond to the specific characteristics of any priority.

This information sheet relates to the Volunteering Futures, supported by DCMS Time Limited Priority.

Volunteering Futures, supported by DCMS

The past 18 months have highlighted the vital role that volunteers and volunteering can play in helping people and communities recover from the Covid-19 pandemic.

Volunteering is vital to creativity and culture. It can also support wellbeing and build social connections, helping to tackle loneliness and social isolation. Volunteering creates opportunities to learn new skills and get involved in new pursuits or interests. Volunteering can also help develop the skills of young people and others whose employment or educational opportunities have been affected over the past 18 months.

Many cultural organisations recognise the social value of volunteering: an opportunity to engage a more diverse range of skills, experience, perspectives and knowledge. But many are challenged by how to attract a greater number of volunteers.

Through Volunteering Futures supported by DCMS, we will invest **£4,700,000** to support high quality volunteering opportunities for people who experience barriers to participation. This will enable people to get involved in volunteering

activities across the arts, heritage, museums, libraries, sport and physical activity, youth and other community settings

We want to create more and better volunteering opportunities for people:

- who experience loneliness
- who experience barriers to volunteering
- in areas where there are fewer volunteering opportunities

We recognise the challenges to participating in volunteering activities as society recovers from the Covid-19 pandemic. We acknowledge that some organisations rely on older volunteers, who may not immediately return to volunteering roles. Some individuals may find it difficult to access volunteering opportunities due to physical, emotional, financial and additional support needs, or because they cannot find or have not heard about opportunities to volunteer. Some organisations will need increased capacity to ensure they can deliver high quality volunteering experiences, working across multiple sectors, for young people and individuals who face barriers to volunteering that cover arts, museums, libraries, heritage, sport and physical activity and the wider community.

Volunteering Futures encourages cross sector collaboration and working closely with other community partners to help overcome barriers to participation. Volunteering Futures will allow organisations to build greater links with their communities, benefiting from a wider base of support and greater depth of engagement over time.

For a limited time, **between 22 November and 07 December**, we are seeking Expressions of Interest (EOIs) for Volunteering Futures from consortia led by arts or cultural organisations, partnerships or networks.

To apply for a Volunteering Futures project your project needs to be for £100,001 or over. There is no maximum threshold for the fund.

The supported projects will leave a sustained legacy of improved opportunity, good practice and infrastructure for volunteering over the longer-term.

What you can apply for

We particularly welcome applications for projects that:

- are between 12 and 24 months long. Project should start no earlier than 1st April 2022 and finish no later than 31st March 2024
- seek to create or build on partnerships between arts and cultural organisations (including museums and libraries), heritage, sport, and physical activity, youth and other community sectors
- create significant numbers of volunteer opportunities in projects focused on creativity and culture
- will improve access to volunteering
- support young people
- support individuals who face barriers to volunteering
- create a demonstrable, lasting benefit for participating groups, and communities, especially those heavily impacted by the pandemic
- explore, expand or scale innovation in volunteering practice that may have emerged during the pandemic. Examples might include:
 - using digital technology for online recruitment, training and volunteering management, and/or to offer new online volunteering roles
 - using different, or more flexible formats of volunteering (such as micro-volunteering; ways to enable volunteers to offer their time more flexibility to fit around other commitments or to try out volunteering for the first time) to increase engagement and reach new participants
 - identifying and offering volunteering opportunities within communities where there is a lack of volunteering roles
- involve the voice of volunteer participants in project planning and decision-making, as well as delivery

- consider supporting wider opportunities for participants to progress into other volunteer roles further education, apprenticeships, or employment in creativity and culture,
- consider the long-term sustainability of the activities and partnerships created; and
- generate, and share good practice widely

We strongly encourage applications from partnerships that are made up of a diverse range of organisations and include work in arts and culture, and other relevant sectors including: heritage, sport and physical activity, and the youth and wider community.

The lead applicant must demonstrate the capacity to deliver a project of scale, ambition and complexity.

What we are unlikely to fund

We are unlikely to support:

- projects that do not have a strong focus on volunteering
- projects that do not consider how to improve access to volunteering roles for young people and those who experience barriers to volunteering; and
- we do not encourage projects that use volunteering as a replacement for paid work, and we will not support projects where this appears to be the case

Please also refer to the ineligible costs [section](#) of this information sheet.

Project costs

Projects supported through the Volunteering Futures could include a wide range of project costs. These might include:

- staffing costs for both project management and management/coordination of volunteers
- training and/or mentoring for volunteers
- appropriate travel and subsistence expenses, to allow the widest possible range of people to volunteer
- marketing costs, including documentation of project activities such as photography or film-making
- planning, CRM upgrades or other relationship management systems
- design, commissioning and hosting of online or digital resources, including websites or apps to support volunteer recruitment and engagement
- reasonable equipment and materials costs

Ineligible costs

We cannot support projects through Volunteering Futures that include the following costs:

- Payment that supports lobbying or activity intended to influence or attempt to influence Parliament, Government or political parties, or attempting to influence the awarding or renewal of contracts and grants, or attempting to influence legislative or regulatory action
- Using grant funding to petition for additional funding
- Input VAT reclaimable by Arts Council England from HMRC
- Payments for activities of a political or exclusively religious nature

- Goods or services that Arts Council England has a statutory duty to provide
- Payments reimbursed, or to be reimbursed, by other public or private sector grants
- Contributions in kind (i.e. a contribution in goods or services, as opposed to money)
- Depreciation, amortisation or impairment of fixed assets owned by Arts Council England
- The acquisition or improvement of fixed assets by Arts Council England (unless the grant is explicitly for capital use – this will be stipulated in the Grant Offer Letter)
- Interest payments (including service charge payments for finance leases)
- Gifts
- Entertaining (entertaining, for this purpose, means anything that would be a taxable benefit to the person being entertained, according to current UK tax regulations)
- Statutory fines, criminal fines or penalties
- Liabilities incurred before the issue of this funding agreement. Use in respect of costs reimbursed or to be reimbursed by funding from any other source
- Covering interest payments (including service charge payments for finance leases)
- Purchasing buildings or land

Match funding

Usually, for applications for £100,001 and over, we would recommend that potential applicants ensure they explore all options for match funding and try to secure what they can.

We are taking a flexible approach to match funding within Volunteering Futures. If you don't have match funding, or you have sourced less than 10% of your total project cost, you will still be able to submit your Expression of Interest. If you do have some match funding (cash, in kind or a mix of both), do still tell us about it in your project budget. When we make decisions, we'll take the difficulty of securing other funding at the moment into account.

Example projects

We are interested in a broad range of ideas that help volunteering to flourish.

In order to help applicants imagine the types of activity that could be supported through Volunteering Futures, here are a small number of examples:

- Organisations seeking to work nationally could consider ways to create volunteering placements and collaborations in specific settings and/or for particular groups, across the country. Such as: a project working to create England-wide infrastructure and support to create volunteering placements for young people with museums, parks and theatres. A project that seeks to strengthen host organisations' work with the youth sector and other community partners, developing the potential of skilled new entrants to the cultural and other sectors whilst fostering greater cross sector collaboration
- Some organisations might want to work across particular counties or regions. For example: a project working through museums, public libraries and leisure centres across the North East, which utilises volunteers to guide and signpost people who can benefit from wider community-level participatory activities and support, with the aim to enhance and complement wider projects and activities. Widening community participation and engagement in culture, sport and beyond

- Some projects might want to bring together partners to work very locally across a town or city, or across specific postcodes or council wards, focusing on a particular notable event or theme to increase civic pride. This might include a local authority, an arts centre, the local wildlife trust and a football club coming together to offer targeted volunteering opportunities that use creativity and culture. For example, for people with disabilities and their carers; refugees and asylum seekers; people experiencing homelessness; military veterans; and/or ex-offenders. As well as offering valuable support and opportunity for participants, projects of this type can greatly strengthen long-term partnership working and place-based collaboration between local stakeholders

Who can apply

Any applicant who is eligible to apply to Project Grants is able to apply to Volunteering Futures. But we particularly welcome applications from consortia led by an creative or cultural organisation.

National Portfolio Organisations

Organisations that receive regular funding from us through the National Portfolio programme are able to make an Expression of Interest for Volunteering Futures, and are eligible to make a full application if we invite them to apply on the basis of their Expression of Interest. Any project an NPO applies for must be clearly additional to their NPO-funded programme.

There are restrictions on how many times NPOs can apply to Project Grants, but these restrictions do not apply to Volunteering Futures, supported by DCMS time limited priority, even though it is being delivered through Project Grants Nationally Significant projects.

How to apply to Volunteering Futures

Step 1: Create an applicant profile

To begin the application process, you first need to have a validated applicant profile on our online system Grantium. If you do not already have an applicant profile you will need to create one. If you already have a validated applicant profile you can skip ahead to step 2 below.

Make sure you submit your profile as soon as you can so it can be validated in time to start the application process. **It can take up to five working days to validate an applicant profile.**

The application portal for Expressions of Interest closes at Midday on 07 December.

If you've never used Grantium before, we have lots of guidance documents and videos to help you navigate it on our [website](#).

Step 2: Complete an Eligibility Questionnaire

You'll need to complete a National Lottery Project Grants Eligibility Questionnaire. The eligibility questionnaire will be live from midday on Monday 22 November. You can find it by selecting National Lottery Project Grants in the Browse Programmes section of Grantium and clicking Apply Now.

The Eligibility Questionnaire

On the '**Your planning**' screen, select that you are applying for a Nationally Significant project from the list:

* **Are you applying for:** Choose one option that applies from the following list:

☒ A nationally significant project
☐ A Place partnership project
☐ Something else

On the '**Priorities**' screen select DCMS Volunteering Futures from the list:

Responding to Project Grants Priorities

Is your project specifically responding to one of our current published Project Grants Priorities?

* Please select from the following list:

Selected priority:

Once you have submitted your Eligibility Questionnaire you can then make your Expression of Interest

Step 3: Making an Expression of Interest (EOI)

We decide whether to invite a full application for a project over £100,000 by asking potential applicants to submit an Expression of Interest (EOI).

This is because we want to make sure that a project has potential to have the kind of impact we would expect before you invest time in developing a full application. We will also think about whether we have the budget available to consider your full application.

In the EOI we'll ask you to outline your project, and to tell us how it can respond to at least one of our Areas of Focus for Nationally Significant Projects.

You must submit your Expression of Interest by midday on Tuesday 07 December.

Areas of focus for over £100,000 Nationally Significant projects

In addition to meeting the standard criteria for Project Grants, we expect to see applications requesting over £100,000 making a strong contribution to our strategic aims.

Volunteering Futures is part of Project Grants, Nationally Significant Projects. We expect to support a cohort of projects that make a nationally significant impact through creating volunteering opportunities, so we consider this time limited priority to be Nationally Significant overall. Individual projects do not have to have national reach.

We would only be likely to invite a full application where the Expression of Interest has also demonstrated significant potential for meeting at least one of the Areas of Focus as set out below.

Nationally Significant projects over £100,000, our areas of focus

These projects need to demonstrate a likely strong impact against (and a legacy that will extend beyond the life of the funded project in relation to) at least one of the below:

Area of focus	Could be demonstrated by
1. Achieving significant development in arts, museum and cultural practice	<ul style="list-style-type: none"> • Developing ambition, excellence, talent and leadership across different networks or places • Building new partnerships across technology and research that support innovation in practice • Developing partnerships with non-arts and cultural organisations in order to increase the social impact of the arts on a national level
2. Allowing the sector to respond ambitiously to compelling or timely opportunities	<ul style="list-style-type: none"> • Creative responses to significant national anniversaries or opportunities • Ambitious projects of scale which capitalise on high pro-file regional and national events • Catalysing new national partnerships through ambitious projects which create a demonstrable legacy for practice

Area of focus	Could be demonstrated by
3. Creating and sharing the best creative and cultural projects with new or larger audiences, including by digital capture and international working	<ul style="list-style-type: none"> Establishing partnerships which will increase the creation, commissioning and distribution of new work for more diverse audiences Utilising using new technologies to develop new forms of arts and cultural content and ways of reaching audiences Using international market development opportunities (for example, showcasing work from England internationally) to generate international bookings, collaborations and co-commissions with a longer-term impact on the resilience of a part of the sector in England, and/or on the range and quality of work available to audiences in England

Expression of Interest (EOI)

In an EOI we will ask:

- The total project budget amount
- The amount being requested for your Volunteering Futures project
- Where will any match funding for this project be coming from?
 - Tell us about any earned income, fundraising activity, other public sources of funding, other Lottery distributors, and any other sources. Please also tell us whether these are confirmed or expected at this stage (1000 characters)
- Have you received advice from Arts Council England? If so, who from?

- Is this a resubmission of a previously submitted Project Grants National Activities Expression of Interest?
- Which [Area\(s\) of Focus](#), as set out above, are you responding to?
- Give an outline of the proposed project (2000 characters)
- **If you have been awarded any previous funding from Arts Council England (through any of our programmes) for activity that relates to what you are proposing here.**
 - Please tell us about how this project builds on your previous activity (think about how you have used the learning from your evaluation, for example) (1000 characters)
- How does the project fit the remit of Project Grants projects over £100,000, as set out in the Volunteering Futures information sheet? Include reference to the legacy of the project. (2000 characters)
 - Include reference to the legacy of the project. (2000 characters)
- How does the project help you to contribute to the [Creative Case for Diversity?](#) (1000 characters)
- **If the applicant is an NPO:** how is this project additional to what you are expected to deliver through your National Portfolio funding? (1000 characters)

If you are a National Portfolio Organisation or Music Education Hub: as well as the eligibility criteria, the information you give in your EOI and considerations about our budget, we may also take your current risk rating into account when deciding whether to invite an application. If you are invited to make a full application, we will also take your risk rating into account in our appraisal of your application and will expect you to include plans to mitigate against current and potential risk in your application.

For all applicants, we will review your total investment to date from Arts Council England to assess organisational capacity and risk in the context of the

project you are proposing.

Timeline for consideration of EOIs

We will aim to notify you whether we want to invite a full application for your project by **Monday 20 December**. We will inform you using our online system, Grantium.

If this process will take us longer, we will contact you and let you know as soon as possible.

If we invite you to apply

Following your EOI, we may invite you to make a full application.

If you are invited to make an application you will have five weeks in which to develop and submit your full application and the mandatory supporting documents required, as detailed in the How to Apply guidance. Your invitation to apply will tell you the deadline for submitting your full application to us.

We may contact you with feedback on your Expression of Interest.

Step 4: Making an application

Full applications for Volunteering Futures are made using the Project Grants application form on our online system, Grantium.

Your invitation to apply notification will tell you how to access to your application form.

Guidance on completing the application form is set out in the How to Apply guidance for Project Grants.

Please be aware that as part of your full application you will need to submit

the following as attachments:

- A detailed workplan for the project (mandatory)
- Partnership agreements between the lead organisation and all key partners involved in the project (where relevant)
- A cashflow for the project (mandatory)
- A copy of your financial statements from the last financial year that have been certified by a qualified independent accountant [or that have been prepared to the relevant legal standard for an organisation of your size and status] (mandatory)

You must submit your application by midday on Monday 24 January.

What happens next?

When we receive your application, we first check whether it is eligible. If your application is eligible, we will next carry out a feasibility and risk check.

Eligible applications are appraised against the criteria set out in the 'How to Apply' guidance for Project Grants.

We will use the information you give us in your application form and in any attachments (and any other information we hold about you) to decide whether we will offer you a grant.

We will review your total investment to date from the Arts Council to assess organisational capacity and risk in the context of the application you have made

Please be aware that we may share your application with other organisations including; DCMS, Heritage England, National Lottery Heritage Fund, National Lottery Community Fund and Sport England, who are helping us review applications.

Decision Making

Decisions on whether to fund full applications we receive for Volunteering Futures supported by DCMS are made in the way that is set out in the 'How to Apply' guidance for Project Grants. We are committed to notifying all applicants about the outcome of their application no later than end of March 2022.

Contact us

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You can also Livechat with our customer services team by clicking the icon on our Project Grants page on our website: artscouncil.org.uk/projectgrants