

## **Project Brief for Call for Projects – Washington Area Committee**

### **Heritage and Culture**

#### **Washington Heritage and Culture Project**

##### **Introduction and background**

Washington Area Committee would like to invite interested local Voluntary and Community Sector (VCS) groups and non-profit making organisations to submit proposals to deliver projects which support delivery of their Heritage and Culture priority.

Applications will be considered from VCS groups who have a management committee, constitution and bank account with dual signatories. VCS groups must adhere to accounting requirements in accordance with the Companies Act.

##### **Project outcomes**

All proposals should identify how it will achieve the following:

1. Generate opportunities to use local heritage and culture to attract match/external funding to maximise potential
2. Generate opportunities to use local heritage and culture for a positive impact on the community
3. Identification of how the Washington offer can influence the city wide approach to heritage and culture and how those services can be tailored to meet the needs of the local community

Applications should meet the following requirements:

- Deliver a new Washington Heritage Plan which could include a refresh of the 2010/11 study and also consider how the current 'Washington offer' fits with any new proposal
- Encourage more groups to take part in heritage events and activities and engage and involve local people in heritage activities
- Determine a programme of initiatives to enable the local community and VCS to support and deliver heritage related projects
- Identify how information, advice and access to heritage and cultural services can be provided in order to raise awareness of local history and heritage and its importance in being utilised to deliver a range of other Area Committee priorities such as education, skills, training, and young people's provision
- Ensure Washington's offer contributes to and is considered as part of, the city's approach to heritage and culture, in particular with regards to contributing to proposals for the City of Culture bid.
- Assess added value of collaboration and present options for delivering added value

All proposals should

- Compliment and add value to other initiatives being delivered across the area
- Show how proposed actions can facilitate and support local VCS groups and organisations to help deliver and engage for the benefit of the local community
- Support the heritage, history and cultural identity of Washington
- Encourage a co-ordinated approach to delivering local benefit

**Budget:**

The budget available for this Call for Projects is **£30,000**. All applications will be subject to formal assessment and scoring.

**Assessment**

Each project application will be assessed against set criteria. The results of that assessment and a recommendation will be presented to the next available Place Board or Area Committee.

**Proposed Timescale**

Project brief approved	9 <sup>th</sup> June 2016
Deadline for applications	11 <sup>th</sup> July 2016
Assessment and consultation by	29 <sup>th</sup> July 2016
Award of grant (next available Area Committee)	20 <sup>th</sup> October 2016

**Return Date**

SIB Application form, guidance notes and scoring matrix are available from 0191 561 1164 or by emailing [helen.wardropper@sunderland.gov.uk](mailto:helen.wardropper@sunderland.gov.uk)

The deadline date to return the completed application (in two formats), along with necessary documents is **Friday 11<sup>th</sup> July 2016**

**Two** formats will need to be submitted.

**Format One: (Hard Copy):** A signed hard copy of the application form, along with all relevant paperwork should be posted into Sunderland City Council, Scrutiny and Area Arrangements, Room 3.98, Civic Centre, Burdon Road, Sunderland, SR2 7DN.

**Format Two: (Electronic Copy):** An electronic copy of the application should be emailed to [scrutinyandareaarrangements@sunderland.gov.uk](mailto:scrutinyandareaarrangements@sunderland.gov.uk).

- Only Voluntary and Community Sector (VCS) groups or non-profit making organisations see guidance notes for further information.
- After the deadline date, all received applications will be assessed against a scoring matrix and consulted upon, with recommendations being presented to Washington Area Committee or Washington Place Board to agree and endorse the recommendations outlined.

**Queries**

If you have any questions regarding the application process please do not hesitate to contact Helen Wardropper on 0191 561 1164. Additionally if you require any advice on the development of the project please contact [karon.purvis@sunderland.gov.uk](mailto:karon.purvis@sunderland.gov.uk) or telephone 0191 561 2449.

**Next Steps**

To request an application form please contact Helen Wardropper, Member Support Officer  
Email: [helen.wardropper@sunderland.gov.uk](mailto:helen.wardropper@sunderland.gov.uk) or telephone 0191 561 1164.