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## **Democratic Engagement Grant**

## **Application Form**

*This application form is for projects bidding for funding higher than £1000 only. Please refer to the Guidance, below, for assistance in completing this form.*

*If you wish to submit any supporting evidence, please ensure it accompanies your application in a separate document.*

**Name of organisation:**

**Charity number (if applicable):**

**If this is a partnership/collaborative application, which organisation/s will you be working with to deliver the project/activities:**

**Project Lead contact name:**

**Project Lead contact email address:**

**Project Lead contact phone number:**

1. **What is the total (£) that you are applying for?**
2. **Please provide a breakdown of costs associated with the delivery of your proposed activity, detailing how the total (£) applied for will be spent (Max word count 100)**

1. **Is your geographic reach national or regional? If regional – which region of Wales?**
2. **What is the reach of your organisation in terms of numbers and demographics? Please provide details (Max word count 100)**
3. **What activity do you propose to undertake to achieve the purposes of this grant? (Max word count 300)**
4. **What success has your project experienced previously? (Max word count 300)**
5. **What are your expected outcomes and how would you measure success against these? (Max word count 100)**
6. **What networks do you already have established and what communication channels do you use? Please provide details (Max word count 100)**
7. **What engagement methods have you used to successfully communicate complex messages to your stakeholders to instigate action? (Max word count 150)**
8. **How does this grant funding/activity fit with the objectives of your organisation? (Max word count 100)**
9. **How will you ensure that you deliver bilingual activities whilst ensuring the language preferences of your audience is considered? (Max word count 100)**
10. **How will you ensure that your project is accessible to all? (Max word count 100)**
11. **If this is a partnership bid, what mechanisms will you put in place to ensure successful delivery? (Max word count 100)**

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## **Democratic Engagement Grant**

## **Guidance Notes**

**Background**

The Welsh Government’s ‘Programme for Government’ includes a commitment to reform local government elections to reduce the democratic deficit.

On the 11th October 2022, the Counsel General and Minister for the Constitution issued a consultation seeking views on proposals for electoral reform to modernise the electoral administration in Wales.

The proposals in the White Paper reflect this government’s clear priority to increase voter participation and ensure that every citizen can play their full part in our democracy.

Building on the excellent work achieved by organisations across Wales to increase voter registration amongst the newly enfranchised groups, this grant will provide support for projects to engage with the population and promote participation in democracy over a longer, sustained period.

This funding is aimed at the third sector, not-for-profit organisations and local authorities in Wales that can demonstrate the need for funding to pursue an innovative approach to engaging under-represented, newly enfranchised, and disabled people in democracy.

**Aims of the grant**

The Welsh Government is making £300,000 funding available per year (2022-23 – 2024-25) to enable several organisations to encourage and support people in their stakeholder communities to participate in democracy.

The grant will help funded organisations ensure as many people as possible are engaged, motivated, and empowered to take part in democracy, giving them the tools to make their voice heard and impact positively on the Wales around them.

We are looking for the funding to benefit as many people in our target groups as possible and will be looking to fund projects that ensure communities across Wales can be reached.

**What we are looking to fund:**

We will be looking to fund projects that either build on work that has already demonstrated impact, or those that have an innovative approach to overcoming identified barriers to participation in democracy in our target groups. Barriers include those outlined in our research: <https://gov.wales/renewing-democratic-engagement-exploratory-research>.

We would be interesting in funding projects with a digital element to inform, motivate and empower under-represented groups.

We would be interested in funding projects that encourage collaboration with leading organisations outside of Wales where best practice exists (although all grant money is to be spent in Wales to the benefit of people in Wales).

We recognise that there is not a one size fits all model of engagement and we are looking for stakeholder organisations to use their knowledge and experience of working with our target groups to determine how this funding will be best be used.

We would like to fund smaller projects who wish to pilot activity whilst also welcoming bids for larger projects with existing evidence of activity and its impact. It is important to note that payments will be made in arrears (unless an organisation can demonstrate a need for it), following submission of a claim form which will be reviewed by the grant manager.

The grant panel will consider for value for money in their decision making and due diligence will be undertaken on all organisations applying for funding prior to a grant award letter being issued.

Please note that applications for the purposes of purchasing technology to support the delivery of hybrid council meetings will not be accepted.

**Who can apply?**

Organisations operating in or with the interion to operate in Wales that are registered with The Charity Commission, not-for-profit organisations, and local authorities in Wales.

We welcome applications that propose partnership and collaborative working, providing there is one lead applicant. The lead applicant will act as the grant holder and data controller.

We will not accept applications from any organisation with a party-political affiliation.

**Application process:**

If you are applying to extend or continue work that has already proven impactful in this space, please apply based on a grant award period to commence any time from 01 March 2024 2022 ending no later than March 2025.

If you are submitting a proposal to pilot an innovative approach to overcoming barriers, we welcome a two-stage approach with an initial application to fund a pilot, then a subsequent application to fund a roll out or scale up or of an activity or intervention if it proves to be successful.

A grant panel will initially meet in February. Any applications wishing to be considered in the first round should be submitted by 12 January 2024.

We are happy to receive applications to this scheme at any point and will look to reconvene the panel when we have several applications to review.

Organisations will not be considered for funding if they have links to any political parties or if the funding is for party political purposes.

**Conditions of the grant**

Successful applicants will be expected to send a representative (usually the lead contact) to the Welsh Democratic Engagement Partnership, which the Welsh Government manages.

Successful applicants will be expected to provide an evaluation at the end of the grant term to Welsh Government officials.

**Application process**

**1. Complete the application form in this document**Supporting information can also be submitted with your application form e.g. Project plans, communication plans, organisational and relationship diagrams, and anything else you consider useful in support of your application.

**2. Email your application to** [**Etholiadau.Elections@gov.wales**](mailto:Etholiadau.Elections@gov.wales)

We aim to run this process electronically as far as possible. If you need the application pack in an alternative format or to submit your completed application in hard copy, please call a member of the team on 03000 251463 so that we can agree a suitable arrangement.

**3. Assessment of bids**

A panel of Welsh Government officials will assess all applications submitted to determine whether they fit the view of the Democratic Engagement Grant. When a decision has been made, the Grant Manger will write to the organisation submitting the application regarding the outcome.

If you would like to discuss your work in more detail, prior to submitting an application, please contact: [Etholiadau.Elections@gov.wales](mailto:Etholiadau.Elections@gov.wales).

**Key dates**

We will accept submission of grant applications for under £1000 at any time. You should expect to receive a response within 15 working days.

For larger amounts, the next funding deadline to note is:

* Outline proposals – 01 December; with final applications – 12 January 2024.

**Additional Information**

Annex A (below) contains a list of frequently asked questions you may find useful when completing your application.

**Annex A**

## **Frequently Asked Questions**

**Q1. I am a small community-based organisation, without a national reach – can I still apply?**

Yes, we understand the importance of smaller, community-based organisations and welcome applications from these groups.

**Q2. Our organisation ran some successful activities in the build up to Senedd and local government elections – can we use this funding to re-run them?**

Yes, as long as you can evidence the success of a previous approach, and that the focus of any future activity is in line with the priorities of improving democratic engagement in Wales.

**Q3. Will you provide any additional support for grant award holders?**

We want to work strategically with the organisations that we grant fund.

Welsh Government officials currently facilitate the Welsh Democratic Engagement Partnership which brings together partners from local authorities, third sector organisations and organisations with an interest in the democratic process.

Successful applicants will be expected to join the partnership, this will allow for any collaborative opportunities to be explored as well as allowing projects to benefit from a wide range of insight and expertise.

**Q4. What will happen at the end of the grant period?**

For projects with funding bids of £1000 and lower:

We will expect feedback to be provided covering the pilot including how success has been measured.

Following the end of your project, should you wish to reapply for further funding, we will use the feedback received to evaluate against the wider criteria applicable for those bids of £1000.

For projects with funding bids over £1000:

We will expect grant holders to write an evaluation of activities, successes and barriers faced at the end of their grant period.

**Q5. Can I use the funding to purchase IT equipment?**

If you can clearly demonstrate how the IT equipment will increase democratic engagement and support the delivery of your project, it will be considered.

**Q6. We are an umbrella organisation that would like apply for a grant to redistribute to our stakeholder organisations. Can we apply?**

Yes. The grant panel will be looking for applications that provide a national reach as well as value for money. If you intend to redistribute to stakeholder organisations, your application should demonstrate how you will do this in the available time, what role your organisation will play in the monitoring of the grant and how this offers value for money.

**Q7. Will the funding be in advance or in arrears?**

It is our intention to provide the funding in arrears, unless an organisation can demonstrate a need for it in advance. This will be considered on a case-by-case basis.

**Q8. Will funding be available to ensure projects are Accessible?**

Organisations are expected to consider how their project can delivered to ensure it is Accessible to all, this includes translation costs for all languages. Additional costs to cover accessibility should be identified and written into applications.