

WESTFIELD | EAST BANK **CREATIVE** FUTURES FUND

Capital Grants Call Out

Guide for Approaches

What is the Westfield East Bank Creative Futures Fund?

In 2020 [Foundation for Future London](#), through generous funding from Westfield Stratford City, opened year 1 of the Westfield East Bank Creative Futures Fund. The fund aims to support local organisations and individuals to create new jobs, learning, training, and educational programmes through the means of arts, culture, innovation, public realm and creative placemaking.

The Westfield East Bank Creative Futures Fund is an ambitious five-year programme that aims to invest £10 million into the local communities of Newham, Tower Hamlets, Hackney and Waltham Forest, **and we are now pleased to be opening Year 2.**

As part of the programme, a small Capital Strand can be accessed for projects that meet the below guidance

The Capital Grant Call Out

We are encouraging approaches to the Foundation to discuss applications for the Capital Stand and as such we have an open window launching from 30th September. We are operating a first approached basis until the fund has expired. Projects will be considered on an individual basis and can be for small to medium requests. All projects will be matched against the strength of outcomes we expect.

Year 1 saw, one large capital grant awarded to the [Talent House @ 3 Sugar House Lane](#) to provide an engine room for creativity and create opportunities for early career and more established dance and music artists to connect with one another, to be inspired and create. Please see Talent House as a case study for capital projects.

Year 2 has £100,000 and proposals will be accepted from £3,000 upwards. The Foundation may choose to use the fund to support one outstanding project of £100,000 or a variety of smaller to medium size requests.

The below information is provided for a guide only. There will be no formal application form, however once an initial conversation has taken place; and if the team feels your project meets the programme's aims and objectives, you will be asked to provide a project proposal, including how it meets the programmes expected themes & outcomes, a timeline and a full budget breakdown. This proposal will be assessed by the Foundation's Grant Committee with a commitment to respond within 10 weeks.

If you are successfully awarded a capital grant, you will be entered onto the Foundation's grant management software for ongoing monitoring and reporting.

What is accepted as Capital projects?

We define capital expenditure as an amount spent to acquire or improve a long-term asset such as equipment or buildings. Through the capital grant, the programme aims to equip local organisation's and communities by ensuring they have the right buildings, spaces, infrastructure, assets, and/or equipment to deliver their vision and work to contribute towards a more inclusive and fairer East London. Within this we also include green and blue assets, those that are nature-based features but situated and form part of the urban landscape. Often, they will be either vegetation (green) or water (blue) based such as green roofs and walls, rivers or ponds.

We encourage applicants to explore other avenues of funding to match our funding and enhance the project outputs and outcomes, but it is not essential for our funding scheme. Examples of Capital projects are:

- A building project as defined by any type of capital work that is required to comply with statutory approvals such as building or planning regulations and you must demonstrate security of tenure and all statutory approvals have been applied for.
- The RIBA Plan of Work organises the process of briefing, designing, constructing and operating building projects into eight stages and explains the stage outcomes, core tasks and information exchanges required at each stage. If you are following the RIBA design stages, your project must be developed to at least RIBA Work Stage 3.
- Small organisations do not need to adhere to RIBA but will be asked to produce plans that have sustainable development goals
- Buying assets such as furniture, equipment, instruments and vehicles, where these will support the delivery of activities that contribute towards outcomes listed within this guide
- Improving existing facilities to enhance accessibility
- Building work to improve an existing community/ cultural building, provided all relevant statutory approvals (e.g., full planning permission, listed building consent, outline planning permission with full reserved matters resolved, etc) have been applied for at the time of approach

- Installing new technologies and upgrading buildings to facilitate activities that will deliver on outcomes listed within this guide
- Purchasing or developing management systems to enhance engagement and organisational growth for activities that will deliver on outcomes listed within this guide
- Environmental sustainability costs including installing or retrofitting sustainable technologies or upgrading existing building fabric
- Professional fees (that do not exceed 65% of the requested funding) associated with capital spending on your project, provided the appointments have been made in accordance with meeting outcomes listed within this guide, for example using local or new start up suppliers and contractors
- New placemaking community infrastructure installations such as signage, community sensory gardens, environmental or sustainable resources etc.

Funding Themes

Any capital grant submission, regardless of size of funding request must have at the heart a core commitment to one or more of the following:

- Employment opportunities
 - Will a capital investment mean employment opportunities for local people, including access to paid work experience / internships, access to apprenticeships or gaining access to jobs can be achieved?
- Learning opportunities
 - Will a capital investment mean that ladders of opportunity through learning and training opportunities for local residents in one or more of the local boroughs, including accessing lifelong learning opportunities from early learning, schools through to late career and post retirement and/or bespoke career and higher education path support, training and secondments be achieved?
- Young people
 - Will a capital investment allow for a young person led approach with particular provision for local young people leading for them to access broader skills development opportunities, careers workshops and related learning and/or one to one coaching and mentoring?
 - Or would a capital investment generate intergenerational activities that allows younger and older people to work together to create inclusive places and spaces?
- Business and entrepreneur support
 - Will a capital investment provide local people with the opportunity to have business and/or entrepreneur support including freelance, business and entrepreneur set up, development and training?

Outcomes

We appreciate these four overarching areas are a broad spectrum, so to aid understanding of outcomes expected through capital grants, we have developed a user centred process.

Outcomes are the project's short, medium or long-term goals that will lead to a meaningful impact for communities and spaces in the local boroughs. We know that these may not be instantly achievable from a capital grant, so whilst discussing your capital project, the team will ask you to identify outcomes that you expect a capital investment will lead to and a potential timeline for this. The number of outcomes expected will be based on the amount of Capital funding being asked for.

We have provided a list of 13 short, medium and long-term outcomes that can be selected.

Short Term Outcomes	Medium / Long Term Outcomes
Participants gain technical/sector- specific and/or creative skills	Increased employability of participants
Participants gain essential skills	Increased capacity for innovation and entrepreneurship
Participants grow their networks and awareness of local opportunities	Increased diversity in the creative/entrepreneurial sector in the boroughs
Participants gain confidence in their potential and self-initiative	More diverse audiences engage with the cultural sector and benefit from community assets/available services
Participants are better equipped to process difficult emotions	Participants act as agents of change within the local community that improves physical, psychological and mental wellbeing and health
Participants are equipped to act as agent of change in their boroughs	Organisations and schools integrate creative approaches within their projects
Organisations and schools are exposed to creative approaches to wellbeing	

Activity stemming from capital grant investments

Our Fund is about creating inclusive and sustainable opportunity -- we are keen to back a range of activities and innovative ideas that drive the proposed outcomes. The Foundation for Future London is a strong advocate for the ability of creativity to enable levelling up opportunities and to be a strong contributor to the London economy. Therefore, we are keen to fund capital projects that has origins in and/or will stimulate activity and subsequent outcomes in:

- Arts, Culture, Heritage
- Skills & Jobs
- Business & Start Up
- Community
- Creative ideas
- Digital

- Collaboration
- Diversity & Inclusion
- Intergenerational
- Health, wellbeing & environment
- Education
- Creative, inclusive public realm and/or placemaking
- Covid-19 recovery

Assessment Criteria & Support Area

Equality, diversity, and inclusion are at the forefront of the Foundation's grant giving. We actively encourage applications from all communities including Black, Asian and ethnically diverse, disabled, learning disabled, unemployed and/or low waged, people without qualifications, housing difficulties, Gypsies and Travellers, LGBTQ+, children and young people, older people and people with mental health issues or health issues.

We want to make sure funding opportunities reach a wide audience and serve to support locally rooted charities and community focused initiatives. We also encourage applications from individuals and organisations led by local people whose projects engage and serve East London's diverse communities of Newham, Tower Hamlets, Hackney and Waltham Forest.

To get a better understanding of the support areas and beneficiaries the Foundation's funding seeks to target, see our list of groups in appendix. We encourage applications from these support areas, as research and feedback from the communities indicate the highest need. However, projects with other areas/beneficiaries can still apply for grant funding and will be considered the same if need is demonstrated.

Eligibility

- Applicants applying for another strand of the Westfield East Bank Creative Futures Fund are still eligible to apply for the Capital strand
- Schools: Not for profit organisations with less than £1.5 million turnover (Schools, Local Boroughs (Newham, Tower Hamlets, Hackney, Waltham Forest) and East Bank Partners are exempt from turnover)
- Be a not-for-profit organisation that is formally constituted i.e. has a signed governing document in the group's name. This includes unincorporated associations and community groups, registered charities, social enterprises (including those run as a sole trader), schools, Community Interest Companies (CIC), Charitable Incorporated Organisations (CIO), companies limited by guarantee and faith groups where the project clearly does not promote a particular religious or political view
- An individual applying must be able to provide two references.
- If you are an individual or non-registered group applying, you must be living, working, or studying in one of the four London Boroughs of Hackney, Newham, Tower Hamlets and Waltham Forest Be connected with and meet the needs of the local communities in the London Boroughs of Hackney, Newham, Tower Hamlets and Waltham Forest
- Have good financial management procedures, including keeping records of income

and expenditure

- Have a comprehensive safeguarding policy in place if working with children and young people under the age of 18 or vulnerable adults
- Have a commitment to, or are working towards, London Living Wage
- We will expect you to sign the Foundation's pledge for commitment from your organisation and project to our Equality, Diversity, and Inclusion statement
- If you have previously been awarded funding from the Westfield East Bank Creative Futures Fund or any other Foundation grant programme, you are still welcome to apply for the Capital Grant Strand. Need for the capital grant must be evidenced in the proposal.
- We will expect you to sign the Foundation's pledge for commitment from your organisation and project to our Equality, Diversity, and Inclusion statement

What Next

To arrange an initial conversation about potential Capital Grant proposals please email Grants@future.london