

Prospectus

CREATE YOUR DOCKS COMMUNITY FUND

ROUND 2



Royal Docks Enterprise Zone

The Royal Docks is undergoing a profound and exciting transformation. Once London's gateway to world trade, today the area is re-emerging as a nationally significant business and visitor destination, and a vital part of the capital's civic and cultural heart.

Major developments in the area are unlocking thousands of new and affordable homes and workplaces, and significant investment in transport infrastructure and the public realm, is boosting connectivity and bringing a wealth of new opportunities to the area and its communities.

In 2018, the Mayor of London, the Mayor of Newham and the London Local Economic Action Partnership (LEAP) approved an ambitious Delivery Plan to make this happen which includes five cross-cutting programmes:

1. Place
2. Connectivity
3. Economy
4. Culture
5. Identity

Place

Improving and activating public spaces and use of the water for all.

Connectivity

Improving local mobility and connections in accessible, inclusive and sustainable ways.

Economy

Creating economic opportunities for local people through skills, employment and supporting entrepreneurs.

Culture

Building a world-class creative production centre that is internationally renowned for its distinctive and high-quality cultural programme, inspired by the people and places of the Royal Docks; an irresistible place to live, work and visit.

Identity

Celebrating and showcasing the Royal Docks' diverse communities through their stories.



What is Create Your Docks?

The Create Your Docks Community Fund aims to support communities to get actively involved in the area's regeneration. Round two is designed to enable local community groups, organisations and people living or working in the Royal Docks, to help celebrate and activate the Royal Docks between July – October 2022; helping to create welcoming, inclusive and vibrant sense of place, as well as building opportunities for different communities to come together. Create Your Docks will support community-led organisations and not for profit groups in the Royal Docks or Newham.

We believe local communities have some of the best ideas, so we want to be adaptable and respond to a variety of ideas from everyone. However, we expect projects to fall within three categories mainly:

Place

Activating areas around the Royal Docks (such as Royal Victoria Gardens, Dockside Lawns and Thames Barrier Park). We welcome projects which are inspired by the people and places of the Royal Docks, including its incredible diversity, heritage and landscape.

Connectivity

Building 'social capital' e.g., creating new relationships and bonds between different communities in the area, with a view to increasing community cohesion and celebrating the richness and diversity of the Royal Docks communities and wider area.

We encourage cross-cultural and Interdisciplinary collaboration. Enhancing equal, accessible and fair cross-partnerships across the area.

Identity

Celebrating the Royal Docks rich heritage and history by showcasing a variety of stories and experiences from people of all backgrounds. We want to acknowledge a past, present, and future Royal Docks.

Funding applications must demonstrate how they meet at least one of the above priorities.

The fund offers grants up to £15,000 to support activities across the Royal Docks, which align with the following objectives:

- Projects are community-led and have community involvement in shaping, planning and decision making
- Projects are inclusive and offer opportunities to marginalised community groups in the area (such as young people, older people, those with varied abilities etc...)
- Projects take place in or focus on areas across the Royal Docks (including but not limited to community centres, streets, parks, markets, waterways and squares).
- Projects are accessible and welcoming to all Londoners.

How much funding can I apply for?

Grants are available for up to £15,000

Create Your Docks funding will be awarded in June 2022.

Awarded projects must take place between July 2022 - October 2022.

What types of projects will you support?

All projects must be community-led and involve people, of all backgrounds, based in the Royal Docks and surrounding area.

Ideas could include (but not limited to):

- Working with an artist, archivist, local historian or heritage groups to increase understanding of diverse communities and people
- Developing trails, guided tours, creating public art, performances or events that highlight hidden and/or untold stories, forgotten history or contemporary findings
- Commissioning an artist or group to create a performance which activates a specific place
- Organising community events and activities that explore and celebrate the area's rich cultural and ethnic diversity
- Activities that promote young peoples' participation – reflecting their stories of the Royal Docks or/and the current regeneration
- Social events, markets and public activities that bring a variety of communities together.

You should consider how you are making your project accessible for people with a range of abilities - considering the need of people of varied abilities during the project plan, process and delivery [HERE](#) is some helpful resource by Shape.

How do I connect my activity with the wider Royal Docks programme?

The Royal Docks team welcomes ideas for activities that could be included within our wider summer and early autumn programme such as:

[Kids' Summer Splash:](#)

Bringing delightful dock swimming, super sandpits, tasty food, cooling drinks, and much more to Royal Victoria Dock from 1 to 21 August 2022.

[Round the World Clipper Race*:](#)

Be part of the Round the World Clipper Race Finish and welcome 11 teams made up of 700 crew members cross the finish line in Royal Albert Dock. The celebration will feature live music, delicious food and even the opportunity to get on the water and try out some water sports. Taking place on Saturday 30 July on Dockside Lawns.

[Dido's Bar:](#)

A new immersive theatre experience from Dash Arts, produced with the Royal Docks Team, reimagining Virgil's Aeneid with contemporary stories of migration. The show will be presented with a locally created programme of live music, talks, performance, workshops. Taking place in September/October.

More information on the wide range of events and activities planned across the Royal Docks between July – October, is available on request.

Please email CreateYourDocks@groundwork.org.uk or 020 7239 1390

*All activities and events taking place within the Round the World Clipper Race will charged a pitch and trading flat fee.



Frequently Asked Questions:

What grants are available?

Grants up to up to £15,000 for small-medium scale projects, activities and events.

We encourage projects/ activities under £5,000 to connect with the wider Royal Docks programme, if applicable. For example, running a market or public activity during the Kids' Summer Splash season.

Do I need to raise any other funds before I apply?

The Create Your Dock fund could be used as match-funding, but match funding is not a requirement of these grants.

The project delivery will need to coincide with the Create Your Docks timeline and project completion and final delivery takes place within the Royal Docks and surrounding areas.

We do request an outline of what other support you have for your project. This could be support-in-kind, other grants, donations or other sponsorship.

These grants are aimed at groups who have an idea of what they want to activate and have an outline of the long-term impact.

Any support-in-kind could include volunteer time or an organisation providing a service or space for free (or a significantly reduced) rate.

If you're offering paid work as part of your project, we will prioritise applications that work with artists, freelancers and contractors who are based in Newham.

○ Who can apply?

We encourage local communities, organisations and people to make, plan and deliver their ideas and projects. We are keen to support the activation of spaces across the Royal Docks and encourage diverse groups based in Newham to apply.

The Create Your Docks grants is targeted at community groups and grassroots organisations who are active within their community.

To be eligible to apply, you must:

- be a not-for-profit organisation or constituted community group
- have a registered address anywhere in Newham.
- unconstituted groups and individuals can apply, but you must work with a constituted partner organisation to support your application and project delivery.

Priority will go to:

- organisations or groups that are majority of the team are based in Newham
- inclusive teams - whereby members and team-leads are from a Black, Asian and minority ethnic background, Deaf and disabled Londoners, LGBTQ+ Londoners, women or people from a lower socioeconomic background
- typically, we would expect that recipients will have a turnover of less than £500k per year
- projects where majority of the delivery is based within and around the Royal Docks
- projects that involve career development, levelling-up and mentoring opportunities for emerging professionals and respond to economic and social inequalities
- projects that offer free or heavily subsidised opportunities for Newham based residents.

** Majority led means at least 50% of your management and staff.

Smaller organisations are encouraged to seek support and guidance from larger organisations (if they need it), but we want to see communities leading projects and driving the change they want to see.

✗ Who can't apply?

- 'for profit' organisations and businesses and (including company Limited by Shares)
- local offices of larger regional or national organisations/ charities.

If you are an individual or unconstituted group with an idea, we recommend partnering with a community group, organisation or charity.



How many applications can we submit?

We will only access **one** application from any organisation or project.

If you are unsuccessful in this round, we will provide you with feedback and offer areas for development. If we think your idea is strong, we may encourage you to reapply for the next round.

Can I apply if previously awarded a Create Your Docks grant?

Yes, previous grantees can apply for future Create your Docks Funding.

If applying for project development, we encourage grantees to demonstrate that their project has grown, showcase its impact and clearly outline the project legacy across the Royal Docks.

Can I apply if previously awarded a grant by Greater London Authority (GLA)?

Yes, you can apply if previously awarded a grant by the by Greater London Authority.

However, priority will go to individuals, groups and organisations who have never received funding from the GLA or The Royal Docks.

What costs will the grant cover?

We aim to fund a broad range of activities and any costs associated with delivering them.

Your grant can cover project management costs, including contributing to core staff costs for their time working on the project.

If you are working with any artists, freelancers or producers, you must pay them fairly. Click [HERE](#) for Arts Council England guidance on paying artists and [HERE](#) for ITC rate of pay guidance.

It is best practice to cover expenses for people volunteering on your project.

What costs will the grant not cover?

- profit-making activities or projects
- general overheads not related to the delivery of your project
- activities that have already happened or taken place before we have decided on your application
- activities outside the Royal Docks
- overseas travel (in or outbound).

When can we apply?

Create to Your Docks Round Open on 23rd March 2022 and closes on the 13th of May 2022 - 12noon.

What support is available before you apply?

The Royal Docks Team is offering information sessions during April 2022, open to anyone who is considering applying for funding.

Information Session 1 - in-person	20th April 2022 10:30am – 12.30pm (2 hours)
Information Session 2 - online	28th April 2022 1pm – 2.30pm (1.5 hours)
Information Session 3 - online	3rd May 2022 6pm – 7.30pm (1.5 hours)

What other sites are available to activate?

We have made available a list of resources which can support site activation as part of the Create Your Docks fund, these include:

- key sites for activation - This document outlines a range of locations for community activity or projects
- [land ownership map](#) - A document providing an outline of local land ownership and key contacts*
- [google folder](#) - Our public facing google folder includes various reports and data from community consultation activities across the borough
- [other resources](#) - Newham Council offers a wide range of resources, including support for evidence-based decision making.

If you are interested in activating one or more of the suggested sites. Please complete the enquiry form [HERE](#) and then a representative of the Royal Docks team will be in touch to discuss project eligibility, sites fees and health and safety requirements.

*You are responsible to seek the relevant site permission and licensing for any locations not related to the wider Royal Docks programme.

The Selection Process:

The Application

We plan to assess projects within three categories mainly:

Story, Vision and Mission

- how well you've explained your idea and how it will be delivered
- why this project is important to your community, and how you have involved your community in the making decisions
- how the project is being developed with expert support and/or people with lived experience of the subject matter (such as artists, consultants, local people).

Local Engagement and Cross-Collaboration

- how you are inviting people to be part of the project
- how you are collaborating with another partner(s)
- how you have considered your target audience and the location the project is happening
- how you will make your project accessible to a range of abilities
- how you will promote the project to ensure diverse audience reach and engagement.

Delivery and Impact

- how clear you are on the steps to make your project happen
- if your budget clear, and you have considered all costs associated with the running of the project
- how aware you are of the financial, legal and planning aspects of getting your project done
- the strength of support for your project – including any organisational support and guidance
- how you have evaluated the long-term impact.

The Selection Panel

A mixed panel of Royal Docks team, members of the Royal Docks steering groups and advisors and youth representatives will assess the applications. When making recommendations, the panel will consider additional 'balancing criteria' these include:

Where

Your project takes place – we want to fund activity within the Royal Docks.

Who

You are working with and representing – we want these grants to represent diverse stories and voices from people and communities from a range of backgrounds, so we may decide to prioritise projects that represent a communities that are not represented elsewhere in the funding programme.

What

Type of project or activity – we've made what you can apply for open. This could be a new artwork, a garden, bench or playground. Other projects may want to run activities that highlight existing heritage such as walking tours or audio trails. We will make sure that we are funding as broad a range of activities as possible.

How

Your project helps to tell the past, present and future story of the Royal Docks, inviting local communities to be part of the changes that are taking place.

Create Your Docks Fund Timeline:

Applications Open	23rd, March, 2022
Applications Close	13th, May, 2022
Grants Awarded	June, 2022
Project Delivery Phase	July- October, 2022
Final Monitoring and Evaluation	October, 2022

Access Costs

If you require additional support to run or be part of the project (BSL interpreters, translators, personal assistants, etc...). please set out the detail and cost, clearly in your application forms.

Contract the Groundwork Team if you have any questions or enquiries on **CreateYourDocks@groundwork.org.uk** or **020 7239 1390**



Risks: COVID-19 adaptations and the weather

Due to the COVID-19 pandemic, the funding programme and applicants will need to allow for the changing nature of the situation. This means planning activities which consider current government guidelines, understanding that these may change, and planning activities to consider any current restrictions that affect how activities take place. This includes factoring in Government social distancing guidelines, guidelines on outdoors and indoors activities including limits on numbers of people, considering ventilation and other heightened health and safety protocols such as providing masks or hand sanitiser.

Should there be another lockdown during the project development or delivery period, applicants will need to propose alternative ways of delivering their project, either by transferring their activities to alternative dates (within the project delivery period) to online situations or cancelling them. If you are unable to adapt your project, we may need to withdraw our offer of funding, however in this instance please get in touch with us first to discuss other alternatives to your project delivery.

The project delivery period falls in July 2022-October 2022. Unreliable weather should be accounted for in terms of the venues and types of activities planned, and associated risks should be factored into the project plan.