

BUILDING

A | STRONGER

BRITAIN

TOGETHER

**Applying for
grant support
Guidance
for applicants**



Home Office



© Crown copyright 2019

This publication is licensed under the terms of the Open Government Licence v3.0 except where otherwise stated.

To view this licence, visit <http://www.nationalarchives.gov.uk/doc/open-government-licence/version/3> or write to the Information Policy Team, The National Archives, Kew, London TW9 4DU, or e-mail: psi@nationalarchives.gsi.gov.uk

Where third party material has been identified, permission from the respective copyright holder must be sought.

This publication is available at <https://www.gov.uk/government/publications>

Any enquiries regarding this publication should be sent to us at BSBT@homeoffice.gsi.gov.uk

ISBN Number: 978-1-78655-771-1

Guidance for applicants on Building a Stronger Britain Together (BSBT) programme – 3rd edition.
Electronic – 04/02/2019

An introduction to Building a Stronger Britain Together

In Britain, each one of us is free to live the life we choose thanks to shared values that underpin our society: values that include democracy, free speech, mutual respect and opportunity for all. Such freedoms rely on a shared responsibility to respect the rights of others to live as they choose. But in recent times we have seen extremists operating at unprecedented pace and scale, seeking to divide communities and cause great harm. The Government is determined to tackle extremism in all its forms: violent and non-violent, neo-Nazi and Islamist.

At the heart of the Counter-Extremism Strategy sits a partnership between Government and all those groups and communities who want to see extremism defeated. That's why the Home Office launched Building a Stronger Britain Together (BSBT), to support civil society and community organisations who work to create more resilient communities, stand up to extremism in all its forms and offer vulnerable individuals a positive alternative, regardless of race, faith, sexuality, age, and gender. To date the BSBT programme has funded over 230 organisations.

The programme allows organisations that share these aims to bid for in-kind support and grant funding for specific programmes that deliver goals set out in the Counter-Extremism Strategy.

Contents

What this guide provides	5
Before you submit	6
What we are looking for	7
Support available	8
<i>Section 1 – About your organisation</i>	10
<i>Section 2 – About your project</i>	11
<i>Section 3 – Who will your project reach</i>	20
Consent	21
Annex A	21
Annex B	22

What this guide provides

This guide aims to provide a clear overview of the support available to community groups and the eligibility criteria for receiving support.

It also offers a step-by-step guide to submitting an application and advice on how your application will be assessed. We encourage all groups to review this guidance before submitting an application.

Before you submit

Before submitting an application for grant support, check the basic eligibility. This includes signing up to our values and ensuring you meet key organisational criteria.

There are a number of eligibility criteria you must meet for your application to be considered:

- Your project must deliver in one (or more) of the following local authorities only: Bristol, Birmingham, Coventry, Middlesbrough, Leeds, Luton, Newcastle, Redbridge and Sunderland.
- The BSBT programme is built on a foundation of shared values, including democracy, free speech, mutual respect and opportunity for all. We will only work with organisations that share these values and are committed to acting and working in accordance with them. We will not fund organisations that do not fully subscribe to these values or conduct activities that attempt to undermine them.
- The process is open to any registered UK charity, Charitable Incorporated Organisations, companies limited by guarantee, not for profit registered Community Interest Companies, constituted community and voluntary sector organisations. All applicant organisations must have a registered bank account and a minimum of three unrelated committee members.
- The Building a Stronger Britain Together Programme is available in England and Wales only. Third sector and community groups looking for funding in Scotland for activities relating to building cohesive, resilient and safe communities should email One_Scotland_Mailbox@scotland.gsi.gov.uk who will be able to provide more advice on appropriate funding opportunities. If you are delivering in a local authority in England and Wales not covered by this grant fund, you are still able to apply for in-kind communications support. Please see separate in-kind communications support guidance [here](#).
- Individuals are not eligible.
- Groups which have been established for less than 12 months are not eligible to apply.
- Consortia or partnership bids are not eligible.
- We will not award grants to pay for management or overhead salary costs, to fund trips abroad or to fund capital costs, including vehicles and building work.
- The Building a Stronger Britain Programme will be evaluated independently to ensure that taxpayers receive good value for money and that projects are having the intended effects. Successful bidders will be required to participate fully in evaluation activities.

This is an open process and government will be transparent about the identity of successful bidders. This is likely to include publishing a list of successful groups in due course and asking groups to acknowledge government support openly on their website alongside the acknowledgement of the support provided by other organisations. Support will be conditional on groups being transparent in this way. The transparency required relates only to the support being provided under this programme, as requested in your bid.

What we are looking for

All projects must be aligned to outcome 4, as well as at least one of the 3 other BSBT programme outcomes outlined below which can be selected from the drop down in the application form:

1. Fewer people holding attitudes, beliefs and feelings that oppose shared values.
2. An increased sense of belonging and civic participation at the local level.
3. More resilient communities.
4. Targeted activity to counter known extremist activity at a local level.

More detail on these outcomes is provided on pages 13 and 14.

We are also particularly keen to receive applications that demonstrate the following criteria:

- Effective practice, with evidence that the methodology being used will be successful.
- The ability to work in partnership.
- Where the proposal is supported by co-funding from other sources.
- Grant investment to leverage match funding.
- Long-term sustainability.
- Grant investment to leverage match funding.
- Long-term sustainability.

Support available

Once you have confirmed your eligibility, you will want to think about how best we can support your initiative. Two types of support are available within the BSBT programme:

Grants

You should only apply for grants where specific activity has been identified and planned, which would otherwise be un-funded. For example, you might scale up an existing initiative or scheme that has been operating successfully at a local level.

Grants are offered up to £50,000.

Grants of up to £14,999 are only available to groups with an annual income of less than £200,000. For applications for grants between £15,000 and £50,000, although we will prioritise groups with an income of less than £250,000, groups with a larger income are not excluded from applying.

You should apply for no more than 25% of your organisation's annual income. In addition, you must declare if funding from public sources constitutes more than 50% of your annual turnover.

You may submit multiple applications for multiple projects. However, the combined total value of these projects must not exceed 25% of your organisation's annual turnover.

What we will fund

- Administrators supporting the BSBT project, sessional workers and volunteer expenses (including subsistence).
- ESOL courses that support activity to raise awareness of extremism are eligible.
- Room hire expenses for community events, we will not pay for refreshments.
- Community-led film-making, except where it constitutes in-kind support.

What we will not fund

In addition to the exclusions on page 6 and in line with Cabinet Office guidance, the following areas are not eligible for grant funding (but many will be eligible for in-kind support):

- Overhead salary and management costs.
- All advertising e.g. TV; radio; digital advertising.
- Marketing activities e.g. design and branding; direct and relationship marketing.
- Communication strategy, planning, concept and proposition testing and development.
- Market research that informs marketing and advertising activity an evaluation of marketing and advertising activity.
- Printing and publications.
- Events, conferences and exhibitions.
- Public relations (PR) activity.
- Digital activity e.g. website and application development; search engine marketing, including pay-per-click.

In-kind support

In-kind communications support helps organisations to build their capability to reach larger audiences and expand their reach, for example through the design and delivery of specific campaigns, professionally built websites, or social media training.

It connects organisations to private and public sector experts to build their capability to reach larger audiences and expand their reach. In-kind support is flexible, giving you the opportunity to submit multiple applications over time as your capacity increases and activity evolves.

Please see separate guidance for applying for in-kind communications support [here](#). Please note that in-kind support is available across England and Wales.

Section 1 – About your organisation

In section 1 of the application form, we ask for some information about your organisation.

This includes your organisation's objectives or mission statement, governance details, charitable status, annual income and expenditure, percentage of funding from public sources, staffing, examples of recent work and referees.

Section 2 – About your project

In section 2 of the application form, we ask for information about your project, including a summary of your project and planned activities and information about the people who will benefit from your project.

What is the name of your project?

How long will your project last?

Projects concluding by the end of December 2019 will be supported. If in-year monitoring suggests that this deadline will overrun, funding may be withdrawn.

When will your project start and end?

It is important to provide details of when you plan to start and finish your proposal so as to ensure it is achievable and you are able to measure the impact of your work.

Provide a summary of your project, including project activities.

It might be helpful to structure your answer as follows:

- We would like to...
- With...
- We will deliver...

When thinking about what you're planning to do, it's worth using words such as:

- Provide...
- Run...
- Organise...
- Produce...

You may also want to provide a summary of your aims. If you are listing both organisational objectives and project objectives, these should be presented as two clearly different lists.

If you are listing the objectives for more than one project (as the funding will support more than one project) each project should have its own list of aims. It is fine for these aims to overlap or for different projects to have the same aims.

When describing your aims, consider using words like:

- Encourage...
- Improve...
- Increase...
- Reduce...

Which BSBT outcomes does your proposal most align with?

As referenced on page 7, all applications must align with outcome 4 and at least one of the other BSBT outcomes:

OUTCOME 1: FEWER PEOPLE HOLDING ATTITUDES, BELIEFS AND FEELINGS THAT OPPOSE SHARED VALUES

Extremists thrive when their hatred and prejudice goes uncontested. The result of this is that intolerance and bigotry become normalised and the rights of minorities and the vulnerable are eroded.

Therefore, the first outcome is focused on tackling the prejudice, discrimination and stereotypes that restrict the aspirations and actions of marginalised individuals, promote hatred towards others and divide communities.

Projects supporting this outcome will enable a rejection of extremist narratives through the promotion of positive counter narratives and will increase a sense of understanding and shared values between different groups.

OUTCOME 2: AN INCREASED SENSE OF BELONGING AND CIVIC PARTICIPATION AT THE LOCAL LEVEL

Extremists seek to divide communities, eroding the shared values that bind us together by creating mistrust, suspicion and an emphasis on intolerance and separation. In doing so they try to separate groups of people— whether it be by race, faith or ethnicity – from mainstream community life.

Therefore, the second outcome is focused on building a common vision and sense of belonging within a community, reducing social isolation, increasing the stake people have in their local area, and broadening the social networks of vulnerable and isolated individuals and families.

Projects supporting this outcome will build strong networks between different communities; the projects will reduce feelings of isolation and improve cohesion and engagement in the democratic process. Projects should also look to develop leadership skills in disadvantaged groups and promote positive role models.

OUTCOME 3: MORE RESILIENT COMMUNITIES

Extremists exploit the fact that many vulnerable adults and young people either do not know how to respond to their propaganda and ideology, or are reticent to do so, and that those that do have the courage to challenge their bigotry and intolerance often can lack the tools and capacity to respond at scale in a compelling way.

Therefore, the third outcome is focused on increasing levels of trust and cooperation amongst individuals within a community, building the ability to critically evaluate and respond to arguments that promote hatred, prejudice and extremist ideas, and working with those who are prepared to stand up for shared values within a community to increase their reach and influence.

Projects supporting this outcome will work with individuals and groups to build resilience through critical thinking, confidence building and education. Projects should also look at building capacity and capability in groups to counter extremist narratives within their communities.

OUTCOME 4: TARGETED ACTIVITY TO COUNTER KNOWN EXTREMIST ACTIVITY AT A LOCAL LEVEL

A key focus of BSBT is to ensure that we are working together across society to counter extremism. This includes challenging extremist narratives and ideologies and building the resilience of vulnerable individuals (and therefore communities) to extremism. Your local Counter-Extremism Community Co-ordinator is available to brief you on extremist activity in your area to help you best target your project and identify other partners in the BSBT network who are already working towards these goals. For areas with no Counter-Extremism Community Co-ordinator, the BSBT Local Delivery Team will be able to help.

Projects supporting this outcome will work with individuals and cohorts known to be vulnerable to local extremist narratives and will target resources against these known local extremist vulnerabilities. Projects should look at leaving a legacy of reducing these extremist vulnerabilities beyond the completion of the (up to) 6-month project, reducing these extremist vulnerabilities beyond the completion of the (up to) 6 month project.

Worked example:

A local youth theatre group working with a cross section of communities to highlight social issues has noticed an increase in hate crimes being committed in their local town. The organisation is seeking funding for a series of plays that will be put on by group members aged between 15-18 years. These plays will help to educate their young people as to what constitutes a hate crime, what the potential implications of such crimes might be and how victims might report them.

Organisation objectives:

To engage young people between the ages of 15-18 through theatre to help highlight social issues that are taking place in their community.

Project objectives:

- To educate 15-18 year olds as to what constitutes a hate crime through theatre, aligning with the Government's 5 protected characteristics, namely: race, religion, transgender identity, sexuality and disability.*
- To highlight how victims of hate crimes might go about reporting such crimes.*
- To implicitly build resilience to extremist narratives that drive hate crimes in the area amongst the 15-18 year olds.*

It is then worth looking back at the 4 BSBT outcomes:

- Fewer people holding attitudes, beliefs and feelings that oppose shared values.*
- An increased sense of belonging and civic participation at a local level.*
- More resilient communities.*
- Targeted activity to counter known extremist activity at a local level.*

Remember you must deliver against at least the fourth outcome and at least one other outcome.

How will your project help to achieve this BSBT outcome

Please explain how your project aligns with at least one of outcomes 1-3, as well as outcome 4.

Worked example:

As well as aligning to outcome 4, targeted activity to counter known extremist activity at a local level, the group felt their activity linked most closely to the outcome around 'fewer people holding attitudes, beliefs and feelings that oppose shared values'. The group thus selected this outcome from the drop down. The group also believed their activity aligned with the outcome around 'more resilient communities' so referenced this in the section 'how will your project help to achieve this BSBT outcome'.

The rationale they might provide includes:

- *A recent study showed that reports of hate crimes in the area had increased against those aged between 15-18 years. The study also identified that many surveyed were unclear as to what constituted hate crime and thus many went unreported.*
- *Evaluation survey results from previous projects run by the theatre group showed that running cross-community projects help to change attitudes and improve alignment around shared values.*

What are the main types of activity your project will deliver? Give one primary and secondary activity.

As a grant applicant, you might be delivering one or more of the following:

- **Workshops:** e.g. delivering BSBT outcomes through workshops exploring and promoting ideas or themes countering extremism or building skills to increase individual resilience to extremist messaging through lectures, discussion, producing art work, cultural and educational activities.
- **Activity based group work:** e.g. delivering BSBT outcomes through creating groups and bringing together diverse community groups to participate in shared activities e.g. sporting activities, cultural exchange, film-making.

- **Classroom-based group work:** e.g. delivering BSBT outcomes through educational sessions with vulnerable young people in school or other youth-service provider settings to increase understanding of shared values and build skills to support resilience to extremist messaging.
- **Individual – level engagement:** e.g. delivering BSBT outcomes through provision of training, support, opportunities to disadvantaged or vulnerable individuals in order to e.g. reduce isolation, increase sense of belonging, increase leadership skills and develop role models and ambassadors for counter extremism, and increase intercommunity understanding and networks.
- **Whole community events:** e.g. delivering BSBT outcomes through one-off or series of events that target whole or sections of the community to e.g. promote counter extremism messages, build intercultural and intercommunity understanding, build community resilience through increasing active citizenship.
- **Toolkit development:** e.g. developing programmes and resources to help counter extremism and help deliver BSBT outcomes e.g. story books, teaching materials.
- **Capacity building for individuals or organisations:** e.g. applying BSBT funding to expand the scale or scope of your organisations activities aligned with BSBT outcomes; or to increase engagement from volunteers from within the community and increase their capacity to act as promoters of counter extremism.

What would success look like for your project?

In this section you should clearly explain **how** and **why** you expect your activities to help you to achieve your aims. This should include clear, logical links between what you will be doing and delivering, the problem or gap you have identified and your stated aims. The how and why are both important.

The **how** refers to the activities you will undertake to help you achieve your aim. For example, an after school youth group for 15-18 year old boys might aim to help improve employment amongst a community. They might achieve this by running CV clinics every Thursday evening to help them develop their CVs ahead of leaving school. The **why** refers to the things that make you think these effects will happen.

For example, you may have worked on other similar projects elsewhere, and/or be aware of evaluations of similar activities that showed they can have the effects you expect. Where possible, you should include evidence to support any suggested links and effects. The evidence may be anecdotal, could be based on other similar projects that have been run before, or it may be that you or someone else (e.g. an academic) has started collecting evidence which suggests your activity will be effective.

How will you measure the success of your project?

In this section you should tell us how you will know you have met your aims and how you will measure this. This approach will mean that you are able to demonstrate the 'change' that your initiative has brought about.

Try to link this directly to your aims and be as specific as possible. If available, attach numbers to this e.g. you want to see 50 more people doing something, or a 20% decrease in something. If you can, please also provide evidence of the results you expect to see. This could be from other similar projects you are aware of, or from wider reports or research.

You might measure your success in the following ways:

- Keeping records of the number and nature of activities you deliver and the details of who participates.
- Asking your project team or other stakeholders to provide feedback on how they think things are going.
- Gathering feedback from participants through surveys or interviews asking about views or experience of your project, what has been learnt, what has changed.
- Gathering statistical evidence or other documentary evidence about changes in your area that your project might have affected or that might have affected your project.

What are your key performance indicators (KPIs)?

KPIs help you measure the success of your activity. To measure success you need to set out at the beginning of your project what you plan to deliver. This should then be reflected as you go along and at the end of your project on how well you have achieved what you planned to achieve.

It can also be useful to gather information about what has worked well and less well and why. KPIs will vary according to the activities you deliver.

Measuring how your project is doing

It is a good idea to measure the progress of your project once it starts to make sure that it stays on track. This can be helpful for you to understand how things are going and what is working.

It also allows you to build up an evidence base of the good work you are doing which can help you to access other sources of funding in the future. To measure the success of your project you need to set out at the beginning of your project what you plan to deliver (your activities) and also what you are hoping to achieve through these activities (your outcomes). You can then set some measures against each of these areas to help you monitor how things are going. There are some examples in the table below of activities and outcomes and some ways that you might choose to measure them.

Activity	Activity Measures	Outcome	Outcome Measure
Increase awareness of how to tackle online hate crime	Numbers of schools engaged	Increased understanding of what online hate crime is	Change in response to attitudinal questions about online hate crime (<i>participant survey</i>)
	Numbers of sessions run		
	Numbers of students attended	Increased acceptance that online hate crime is wrong	

Activity measures are a good way of knowing if you are delivering the things that you said you would deliver at the start of your project. Outcome measures help you understand if your activities are leading to the desired change you had hoped for. It is also a good idea to set some targets for each of your measures at the start of the project (e.g. how many sessions do you plan to run; how many new members would you like to reach). This will help you to measure the extent to which you have achieved what you set out to achieve.

We are keen to ensure that the projects we support continue after the grant has been spent. Can you tell us how or whether your project will continue to be sustainable after the BSBT funding has finished?

Section 3 – Who will your project reach

In which local authority area(s) will your proposal be delivered?

If your activity will be delivered in more than one area, select the main area and provide additional details when summarising your project.

What need in the community does your proposal meet?

This should include a clear description of the specific problem, challenge or gap that your work will help to address.

Is your project new and innovative or does it complement other projects in your area?

Provide details as to how unique this activity is in your region, and/or how it might complement similar activity running in your area. This will demonstrate the long term sustainability of your project and the potential to scale up and work in partnership.

What are your quarterly project delivery milestones?

Projects lasting up to 3 months will be paid in 1 tranche. Projects of more than 3 months will be paid in 2 tranches: the second payment will require a detailed report on future work as well as that already delivered.

In the final part of the form we ask for some additional details on your organisation. We also ask you to sign a declaration and a statement of values.

Consent

You will need to declare you have read and understood all the statements in the consent section before submitting your application.

Annex A

Grant Assessment Notes

Marking Scheme:

The following marking scheme will be used to assess each section over the page. Note that all applications must score a minimum of 50 for each section.

0	Failed to provide confidence that the proposal will meet the requirements. An unacceptable response with serious reservations.
20	A poor response with reservations. The response lacks convincing detail with risk that the proposal will not be successful in meeting all the requirements.
50	Meets the requirements – the response generally meets the requirements, but lacks sufficient detail to warrant a higher mark.
70	A good response that meets the requirements with good supporting evidence. Demonstrates good understanding.
100	An excellent comprehensive response that exceeds the requirements. Indicates an excellent response with detailed supporting evidence and no weaknesses resulting in a high level of confidence.

Annex B

		Weighting %
Aims	Applications should include a clear statement of your group's aims and the aims of the work proposed, as well as a clear link to one or more of BSBT outcomes.	15
Plans	Work plans should be clearly articulated, realistic and deliverable. The funding requested should be proportionate and add clear and meaningful value.	30
Links to aims	Applications should demonstrate a clear and logical link between the problem to be fixed, the activity proposed as a fix and the evidence that this approach will work. Account will be taken of supporting evidence.	30
Success	Applications should have a clear articulation of the scale of effect they want to see and proportionate plans for monitoring and/or evaluation.	10
Budget and management	All of the necessary details should be completed. The budget should be clearly stated proportionate to the work proposed.	15