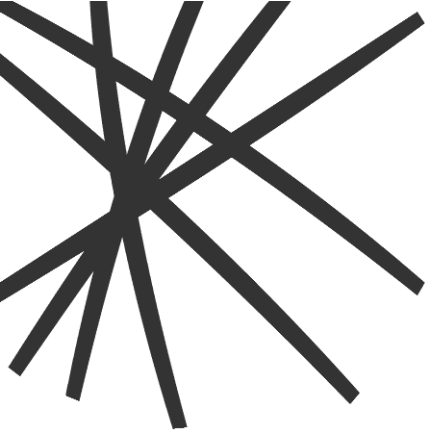


Shetland Community Programme

“to celebrate the unique and special nature of Shetland culture past, present and future”.

Guidelines for Funding Applications



Background

Highland 2007 aims to promote the Highlands as a great place to live and to visit through showcasing the unique and special nature of Highland culture past, present and future. The project is a partnership between three principal funding agencies: The Highland Council, The Scottish Executive, and Highlands and Islands Enterprise. Highland 2007, the year Scotland celebrates Highland culture, will incorporate an exciting range of international, regional and community events, as well as capital projects and cultural activities specifically for young people. See www.highland2007.com for full details.

1 Introduction

While the main focus for Highland 2007 is the Highland Council area, a special Community Programme has been developed for Shetland. Funding for the Shetland Community Programme has been made available by Shetland Islands Council and Highlands and Islands Enterprise. In Shetland the overall aim in 2007 is to celebrate the unique and special nature of Shetland culture past, present and future. This echoes the aim of the Highland 2007 Community Programme.

The guidelines below summarise the objectives of the Shetland Community Programme for Highland 2007 for appropriate organisations wishing to apply for funding and set out the criteria to be applied in reviewing applications. This should assist applicants in assessing whether their project or event is in keeping with the overall aims of the programme and help with the development of applications.

2 Highland 2007 Aims and Objectives

The aims of Highland 2007 are:

- 2.1 To promote the Highlands and Islands as a great place to live and to visit through showcasing the unique and special nature of the culture past, present and future.
- 2.2 To provide the opportunity for people across Scotland and in key target areas across the world to join in a year long programme of celebrations of the culture.

The specific objectives of the Shetland Community Programme are as follows:

- To develop and deliver a programme of events for 2007 that motivates target audiences and leaves them with memories of a great year of celebrations.
- To generate positive economic and social benefits for Shetland and for Scotland.
- To contribute to the work of other agencies in promoting Shetland as a modern, vibrant and prosperous place to live and to visit through highlighting the wealth of cultural activity in the area.
- To establish positive and sustainable partnerships across Scotland to support the development of the cultural infrastructure of Shetland in 2007 and beyond.
- To promote the significance of Shetland culture to Scotland, past, present and future, to people living in Shetland for the purpose of enhancing their awareness of and sense of pride in their local area.
- To contribute to the work of other agencies to increase the level of confidence and to develop the skills and capacity of individuals and communities across Shetland.
- To stimulate interest and participation in cultural activity in Shetland in 2007 and beyond by people in Shetland, across Scotland and abroad.
- To contribute to the development of the social and physical cultural infrastructure of Shetland.
- To encourage young people to take part in cultural activities in 2007 and beyond through their involvement in planning the Highland 2007 programme and by their participation in projects and events.

3 Criteria for Shetland Community Programme Funding

The criteria for evaluating bids to the Shetland Community Programme are split into those that are essential for eligibility and those that will give the application priority over other submissions.

Only one application should be submitted for an individual project or event between 2006 and the end of 2007.

Please note that you may only apply for revenue funding although some small items of capital expenditure may also be considered eligible.

3.1 Essential Criteria

To qualify for funding from the Shetland Community Programme, applications must satisfy the following criteria:

- 3.1.1 The project or event must relate to one or more of the six strands of culture as defined for Highland 2007.
 - Arts.
 - Heritage.
 - Sport.
 - Language.
 - Environment.
 - Science.
- 3.1.2 The project or event must focus on one or more of the seven stated themes of Highland 2007.
 - Youth.
 - Local dialect
 - Creativity.
 - Access and inclusiveness.
 - Shetland as an inspirational place.
 - Homecoming.
 - The re-interpretation of traditional local icons.
- 3.1.3 The project or event must celebrate Shetland culture past, present or future at a local level, focusing on subjects of significance to the area.
- 3.1.4 The application must include evidence of community involvement/interest/need.
- 3.1.5 The application must be made by a Shetland based not for profit organisation and a copy of the relevant constitution should accompany the application.
- 3.1.6 The application must be for funding in support of a project or event that will take place in support of Highland 2007 celebrations

3.2 Preferred Criteria

Applications that incorporate one or more of the following features will be given priority over other submissions:

- 3.2.1 Applications that build on existing skills or knowledge of members of the community or help develop new skills and understanding.
- 3.2.2 Sustainability of the event or project beyond 2007 where it is not a one-off project.
- 3.2.3 Existing local facilities and services are able to support the project or event.
- 3.2.4 The project or event will leave a positive legacy/impact on the local area and bring local economic and social benefits.
- 3.2.5 The funding from the Shetland Community Programme will be used to build upon existing provision and enhance local facilities and activities.
- 3.2.6 The project or event will not have a negative impact on other projects or events as a result of support from the Shetland Community Programme.
- 3.2.7 The submission includes evidence of working with other partners to enhance the quality of the project or event.
- 3.2.8 The project or event will promote local dialect and culture.
- 3.2.9 The project or event has support from a relevant national or regional agency.
- 3.2.10 The funding from the Shetland Community Programme would not be used as substitute funding from another source.
- 3.2.11 The application includes match funding/in kind support from other sources.

4 Capital and Revenue Funding

Funding under the Shetland Community Programme is only available to support revenue projects. The following definition has been provided to assist both applicants and assessors.

4.1 Definitions of Revenue and Capital Funding

The division of expenditure into revenue and capital is one of the ways public agencies report on how they allocate resources. Capital funding means expenditure on major projects such as buildings or large items of equipment.

Revenue means costs that would normally be expected to recur, such as premises hire, staff costs, performers' fees, operational running costs and transport costs. It can include purchase of small items of equipment providing these do not make up more than 60% of the costs of the project.

- 5.1 Application forms for the Shetland Community Programme revenue grants are available from Shetland Enterprise or on the Highland 2007 website. Before submitting an application you may wish to contact your local Shetland Enterprise staff to discuss the eligibility of the project or event. See contact details and telephone numbers at end of this document.
- 5.2 Only one application should be submitted to the Shetland Community Programme for an individual project or event between 2006 and the end of 2007. The application form should specify the period to which the funding relates.
- 5.3 Please submit one signed hard copy of your application (together with all supporting information) and, where possible, one copy by email. All applications should be with Shetland Enterprise by the due deadline. No late submission of applications will be accepted. Illegible applications will not be accepted.
- Email address for submission of applications is shetland@hient.co.uk
- 5.4 The Shetland Community Programme Management Group will consider all bids for revenue funding. Notification of the outcome of each bid will be made to each applicant directly.
- 5.5 Payment in respect of successful applications will be made as expense is incurred – on evidence of expenditure.
- 5.6 Contact Shetland Enterprise to find out timescales for submission deadlines.

Contact Shetland Enterprise for more information; contact details are given below.

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