



**heritage open days**  
**Micro Grant**



### Heritage Open Days Micro Grants – Edible England

Our Heritage Open Days Micro Grants are intended to support events hosted during the annual Heritage Open Days festival here in Leeds (10 – 19 September 2021).

Whether there is a local figure you'd like to celebrate, a great story you would love to tell, or you'd like to open up your place of work or home, we'd love you to take part and can support your event, both financially and practically.

£250 towards an 'Edible England' themed event.

### Micro Grants to help host your Event.

Calling all community groups, artists, historians, storytellers and event makers! Would you like to help make Leeds Heritage Open Days the best yet? Small grants of up to £250 are available from the Trust.

Even if you have opened in the past, you could use this funding towards an event which is based around this year's theme of 'Edible England'.

Past events have included; theatrical performances, arts and craft activities, pub quizzes, ghost tours, to the ever-popular exhibitions, walks and tours.

### What are we looking for?

- Events must take place between 10 – 19 September.
- Events must be open to all members of the public
- Individuals or groups are welcome to apply
- Suggestions for family friendly events and those which share histories from currently underrepresented groups are especially welcome.
- Events that highlight this year's 'Edible England' theme

## **Be Part of a National Festival!**

Over 5,500 events take place, created by more than 2,000 organisers and 46,000 volunteers. Heritage Open Days is England's largest cultural festival, taking place annually every September. In Leeds the event is coordinated by our team at the Trust. We produce and print 10,000 festival programmes that can be picked up throughout the city, we also help organisers to host events and can assist with event registration, bookings, insurance, and publicity to help make your event a success.

Heritage Open Days is a wonderful day out, whether with family, friends or exploring alone. Past examples of events have ranged from dance workshops, spoken word events, exhibitions, and singalongs, to the ever-popular walks, talks and tours.

## **We would not fund.**

- Activities that promote political or religious beliefs or are sponsorship/fundraising events (this does not exclude e.g. talks about specific religious/political subjects)
- We would not fund 'for profit' activities or ones which request/charge money from the public.
- Room hire/fees for guest speakers
- Projects outside Leeds.

## **Successful Applications**

- Applicants must ensure their event is registered by no later than Friday 23 July.
- Successful applicants will be asked for feedback in the form of video, photos, or short story, to show how the grant has benefited people in your area.
- We request that when using social media @LeedsCivicTrust be included when promoting/publicising your event.
- We request that you apply the Leeds Civic Trust Logo to your printed, marketing materials. These will be sent to you if your application is successful.

## **Making an Application**

A completed application form for funding should be emailed to Leeds Civic Trust [office@leedscivictrust.org.uk](mailto:office@leedscivictrust.org.uk)

Whilst we have a funding budget set aside, all applications (depending on their suitability and fitting the criteria) will be decided on a first come, first served basis.

Unsure? Please contact us if you would like to discuss a project idea or if you'd like to find out more.

## **SEE BELOW FOR APPLICATION FORM**

### **Leeds Civic Trust - Heritage Open Days Micro Grant 2021**

1. Project / Activity name (if any)

*if you are unsure about where to host your event, please feel free to get in touch with us and we may be able to find an existing Heritage Open Day venue for you to host your event.*

2. Registered name of organisation/charity/individual to which any grant would be made payable

3. Charity Registration number (if applicable)

4. Contact Name

5. Email address & phone number

6. Your/Organisation's bank details.

7. Planned event dates (please note, events must take place between 10 - 19 September)

8. Please describe your project (no more than one side of A4).

9. What (apart from the money) will help make it happen, and do you have this already? (e.g., volunteers, equipment a suitable space)

10. How will the money be spent? (your expected budget)

11. What kinds of people will benefit from this funding e.g. children, families, people from specific communities, and how many people do you think will benefit?

12. How will you publicise your project and acknowledge the Trust's involvement?