



Applying for a Grant

The Isle of Man is a special place for people and for nature and we are proud to have been recognised for this and awarded UNESCO status as a world biosphere region. Our biosphere status celebrates our living land and sea scape, and the people living and working within, enjoying and supporting that environment.

2018 is an opportunity for us to value our environment, our culture, our heritage and our community, and to remind ourselves how these enhance our quality of life and our health and well-being. An chance to help more people understand what makes our Island so special and encourage people to explore more, do more, get involved more, and share more.

The Isle of Man has much to celebrate and this special year is an opportunity to promote the many positive aspects of the Island. 2018 is a year to celebrate our Island and our connection to it and our whole community are encouraged to get involved and take part.

Finance

For financial assistance for events and community projects during **2018: Year of Our Island** (up to March 2019), complete the enclosed form and return it to the address below together with two letters of support/recommendation.

The deadline dates for receipt of applications can be obtained at www.ourisland.im, by telephoning **+44 1624 687007** or emailing nick.hawkes@gov.im.

Procedure

Individuals or Organisations? Grants can be awarded to individuals, groups and charities resident or established in the Isle of Man. The results of your application will be relayed to you shortly after the meeting at which your application is considered.

Application Procedure: Application forms and the objectives for 2018: Year of Our Island are available from the Cabinet Office or can be downloaded from our website at www.ourisland.im. Applications will not be considered retrospectively.

Terms and Conditions

Written Report: Recipients of grants are required to submit an 'End of Project Monitoring Report' together with receipts for expenditure within two months of the completion of the event/project. Failure to return a completed End of Project Monitoring Report form in a timely manner, together with substantiating receipts for expenditure, will result in you being required to repay the amount awarded in full. The Cabinet Office reserves the right to use this report and photographs in any published review of 2018: Year of Our Island.

End of Project Monitoring Report forms are available by telephoning the number below or can be downloaded at www.ourisland.im.

Applicants are required to provide two (2) letters of support/recommendation

It is a condition of all grant awards that the money awarded is used only for the reason specified in your application.

Publicity: 2018: Year of Our Island must be acknowledged in press releases/articles, interviews and on all publicity materials with the logo (where appropriate) and the wording *'Supported by 2018: Year of Our Island'*. Copy of logo available by email on request or may be downloaded at www.ourisland.im.

Failure to declare other income sources (including Government, Culture Vannin, etc) may result in your application being ruled ineligible. If the applicant is indebted to any Government Department please notify this office as this may affect your application.

It is a condition of funding to organisations that a copy of your latest audited accounts is held on our files. Please contact us if you do not have audited accounts so that we can discuss your situation.

Year of Our Island Objectives

Please demonstrate how your event / project will (or will encourage others to);

- Value all that is special about living on the Isle of Man
- Explore more and discover more on our Island
- Take part more in existing events, activities and amenities
- Get involved more and help to develop our natural and built environment
- Celebrate in their own way our culture our heritage and our environment
- Share more about living on our Island, our connection to our island and our quality of life enhanced by our island

Projects and Events of Particular Interest:

- Projects / Events that will develop community spaces and regeneration sites to 'brighten' up, enhance and/or celebrate our island.
- Projects / Events that will develop and / or protect our natural environment and natural amenities
- Projects / Events to enhance quality of life for our young residents (14 – 28)

We will be theming certain months of 2018 to focus on opportunities to connect to new and existing projects and events. Please include within your application whether your event or activity fits in with any of the following:

Month	Theme
January	Our Dark Skies
March/April	Our Great Outdoors
May	Our Innovation and Creativity
June	Our Seas and Shores
July	Our Culture
August	Our Quality of Life
September	Our Festivals
October	Heritage
November	Our Rainy Days
December	Artisans and Producers



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Criteria

Applicants are advised to refer to the criteria below when applying for funding for a 2018: Year of Our Island project

Event	Criteria	Award eligibility
Established annual event which promotes attendance and participation	Must demonstrate one or more of the following themes: Quality of Life National Pride Stronger Partnerships	Permission to use the 2018 logo and branding and promotion via 2018 marketing
Established annual event with addition of something extra to help celebrate 2018	Must demonstrate two or more of the following themes: Quality of Life National Pride Stronger Partnerships Must display evidence of enhancements which would be funded by a 2018 Year of Our Island grant AND provide opportunities for community engagement additional to usual event details	Minor grant award up to a maximum of £3,000 plus permission to use the 2018 logo and branding and promotion via 2018 marketing
New event specifically celebrating the themes of 2018	Must demonstrate all of the following themes: Quality of Life National Pride Stronger Partnerships AND provide opportunities for community engagement additional to usual event details AND demonstrate a legacy from the event for the future	Major grant award up to £6,000 plus permission to use the 2018 logo and branding and promotion via 2018 marketing

2018 Funding Schedule

Applications should be received by 11:59pm on the day of the application closing date. Any applications received later than this date/time may be considered at the subsequent meeting.

All decisions from funding meetings will be issued within one week of the meeting taking place.

Application closing date (5pm)	Meeting of grant giving body
Friday 26 th January	Friday 9 th February
Friday 15 th March	Friday 23 th March
Friday 18 th May	Friday 1 st June
Friday 13 th July	Friday 27 th July
Friday 14 th September	Friday 28 th September
Wednesday 31 st October	Wednesday 14 th November



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Grant Application 2018: Year of Our Island

Please complete in BLOCK CAPITALS and in black ink.

For office use only:

Applicant details

Name of applicant	<input type="text"/>
Date of birth (if under 21)	<input type="text" value="/"/> / <input type="text" value="/"/>
Address	<input type="text"/>
	<input type="text" value="Postcode:"/>
Email address	<input type="text"/>

Use of Grant

Provide below details of the event/project for which you require a grant. You must also attach full supporting information as applicable; **together with two (2) letters of recommendation/support** (see terms and conditions, item 2).

(Continue on separate sheet if necessary)

Venue name & address	<input type="text"/>
	<input type="text" value="Postcode:"/>
Dates	<input type="text"/>

Please give details of any funding previously received from the Isle of Man Government.

Please give a full breakdown of principal costs, including those funded by other sources of income. If your application is successful, **documentary proof of payment (all receipts) and a completed End of Project Monitoring Report are required within two months of the end of project.**

Item	Details	Estimated cost
	Total amount applied for	

	Source	Amount
Any other income including other Government Funding		

Please note: The Cabinet Office will not consider funding for hospitality for workshop participants, club members or event organisers. Only claims for performers or tutors may be included for funding purposes

How would the balance be found?

Where did you hear about this funding award scheme?

Declaration

I hereby certify that all the information given on this application is true and accurate. If successful, I undertake to credit the 2018: Year of Our Island in **all publicity** and to abide by any conditions attached by the Cabinet Office. I agree to supply **proof of expenditure (receipts) and the End of Project Monitoring Report within one month of the end of project.** If the applicant is indebted to any Government Department please notify the Cabinet Office as this may affect your application.

Signature Date

/ /

Print name

(If under 16 years of age, parent to sign and print name)

Signature
Print name Relationship to applicant

Cabinet Office Disclosure:

Details of your application may/will be shared with other Government Departments and other grant giving bodies.
Information disclosed within your application may/will be included in any published review of 2018: Year of Our Island.

Send completed form, together with relevant information and two letters of support to:

2018: Year of Our Island
Third Floor, Government Office
Bucks Road,
Douglas
IM1 3PN

Tel: +44 1624 687007

Applications can also be submitted by e-mail to: ourisland.gov.im



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