



# **Wyre Council: UK Shared Prosperity Fund (UKSPF)**

Local Arts and Events Grants Programme  
2025/26



## Local Arts and Events Grant Programme 2025/26

### Background

Wyre Council has established this grant programme to support cultural, heritage and creative arts and events in the Borough, and in particular, town centres. The programme is supported by the UK Shared Prosperity Fund (UKSPF) which has been granted to Wyre Council from UK Government.

### The aim of the grant programme

The Programme serves to boost local pride, through inclusive and interactive events that serve to strengthen local social ties, enhance health and wellbeing, attract more visitors, and support the local economy.

The Fund will prioritise investment for projects that show how they:

- Vitalise communities, increase community engagement and cohesion
- Increase visitor numbers
- Incorporate local businesses
- Support health and wellbeing
- Support progression and sustainability

Projects must fully complete before **31 January 2026**. This will allow the agreed measures to be reported by 31 March 2026.

The programme is a discretionary grant scheme, which will be determined through assessment of fully completed applications, subject to required criteria being met.

### Application process

The application process is open and will close on **Wednesday 7 May 2025, at 5pm**. Applications, including the measures annexe and equality assessment should be returned to [ukspf@wyre.gov.uk](mailto:ukspf@wyre.gov.uk)

All project application forms are available online via [wyre.gov.uk/shared-prosperity-fund](https://wyre.gov.uk/shared-prosperity-fund).

### Eligibility

**Eligible organisations** - Organisations registered or delivering specifically in Wyre with legal/formal status can apply, including:

- Charities, voluntary, community and not-for-profit organisations including charitable incorporated organisations (CIOs) and social enterprises (e.g. CICs)
- Businesses (with a core operation in the arts, events, cultural or heritage sector)



- State and independent schools (as long as the project or activity benefits and involves the community and does not deliver activities that are part of the standard curriculum)
- Parish and town councils
- Community clubs or trusts
- Religious organisations (as long as the project or activity benefits the wider community and does not include religious content)

Applicants who are registered outside of Wyre can apply, **but only** where they deliver their main business, programmes and benefits directly in Wyre.

Applicants will be asked to provide various forms of evidence. Due diligence checks will be undertaken, including a legal entity check, bank account verification (two unrelated signatories), credit check, and compliance with subsidy control regulations. It is important that all information provided is factual and true. Successful organisations will need to comply with the requirements of the scheme via a sealed grant agreement. Failure to comply or false information may lead to the rescinding or return of funds.

### What can this grant be used for?

The Fund can support a range of creative events/programmes across Wyre including (but not limited to):

- Music & cultural festivals
- Arts and creative programmes
- Outdoor/indoor theatre, dance, performance
- Feel good community led events that encourage the sharing of heritage, culture and creative knowledge and skills, for example a programme of creative health activities and workshops.

Due to the time constraints of the Fund, i.e. delivery by 31 January 2026, it is expected that grants will provide additionality and boost existing festivals and events, however we do welcome new events/programmes.

This is a revenue-based grant programme. Revenue funds can be used to contribute to the costs of operational expenses required in the running of the project, e.g:

- Hiring of equipment
- Items of equipment e.g. workshop resources
- Performing artists
- Project manager salary costs (not more than 10% of the project total)
- Volunteer expenses
- Marketing and publicity costs
- Rental costs e.g. venue/space hire
- Event licence costs



## What this grant **CANNOT** be spent on

- ✗ Individuals including sole traders
- ✗ Unconstituted organisations
- ✗ Projects delivering outside of the Wyre Borough area
- ✗ Money already spent/committed before receiving a grant (retrospective funding)
- ✗ Anything already funded/committed through other sources/funds
- ✗ Payments for activities of a party political or exclusively religious nature
- ✗ Projects that use the fund to lobby, petition, entertain or challenge through undertaking activities intended to influence or attempt to influence Parliament, government or political activity including the receipt of UKSPF funding; or attempting to influence legislative or regulatory action
- ✗ Gifts, or payments for gifts or donations
- ✗ Dividends, Shares or bonuses
- ✗ Bad debts, costs resulting from the deferral of payments to creditors, or winding up a company
- ✗ Expenses in respect of litigation, unfair dismissal or other compensation
- ✗ Costs incurred by individuals in setting up and contributing towards private pension schemes
- ✗ Private membership events where there are restrictions to the general public due to membership
- ✗ Anything that an organisation/local authority/project deliverer/ end beneficiary has a legal obligation to undertake,
- ✗ VAT if your organisation can reclaim it
- ✗ Anything that will bring Wyre Council into disrepute
- ✗ Anything contrary to the Council's financial regulations, policies or strategies
- ✗ Projects that only benefit individuals or private concerns
- ✗ Alcohol
- ✗ Anything illegal

## Funding thresholds – amounts

Applicants can apply for a

- Minimum grant amount of £5,000,
- Maximum grant amount of £20,000.

It is favourable, but not essential, for the applicant organisation to have raised match funding. Projects that lever in other funding may be prioritised over those that have no match funding, to optimise the value for money delivered.

Projects must declare other funding secured, and/or being sought for the project, and demonstrate that there will be no 'double funding' through receipt of UKSPF.



Please note, Wyre Council has a fixed amount of funds available for the programme. If the number of eligible applications exceeds the funds available, we reserve the right to close the scheme and/or alter the funding levels accordingly. The application form allows applicants to demonstrate if and how the project could maximise successes with a lower grant amount.

## **Permissions**

Where an applicant requires a licence/permission/consent to deliver their project, but has not yet secured it, any award from this programme will be 'subject to securing the necessary licence/permissions/consent'. In short, failure to demonstrate that the necessary permissions have been secured within an agreed timescale (set out in the grant agreement) will mean any grant offer may be withheld or withdrawn, and any grant paid be potentially repayable to Wyre Council.

## **Grant criteria**

- The project must be delivered within the Wyre Council boundary, where all members of the public are able to attend
- The project must demonstrate strong community benefits
- The project must demonstrate its health and wellbeing benefits
- The project must demonstrate a clear link to how it supports the local/visitor economy
- The project must not contravene the Council's core policies, procedures, or strategies
- The project must fulfil the UKSPF requirements
- The project should demonstrate local partnership/stakeholder engagement and /or collaboration
- Grants are one-off grants with no on-going funding commitment
- Project completion (expenditure and activity) must meet 31 January 2026 deadline

## **How we make decisions**

Decisions will be made using the detail provided in the application alongside the eligibility criteria using the following process:

1. Eligibility Check – information and evidence check
2. Application Scoring – review and assessment against funding criteria
3. Decision making – recommendations will be made by a panel and presented to the UKSPF Board for decision.

It is not the Council's responsibility to contact applicants for missing information. As a discretionary scheme, any decision made will be final.



## Measuring impact and change

Applicants will be asked to set out what positive benefits (outputs/outcomes) are expected from the grant support, and how these will be measured over the timeframe. Please see the table of Government measures in Appendix 1 below. Applicants will be expected to include the appropriate measures from this list, along with its own in the application process. Forecasts of the expected measures achievable will be required.

## Procurement

To ensure that value for money has been obtained in the procurement of goods or services funded by the grant, Government rules require the following minimum procedures for recipients. To optimise local benefit, we would encourage the use of local suppliers.

Value of works	Minimum procedure required
£0 to £24,999	3 written quotes or prices sought from relevant suppliers of goods, works and / or services.

## Branding and publicity

Grant recipients will need to comply with Government requirements for branding and publicity, which can be found [here](#). This covers both press activity, plaques, printed and online materials and activity.

## Payment

Payment schedules will be agreed with successful applicants i.e. whether that be in advance or in stages.

## Monitoring and Evaluation

Monitoring and evaluation are important elements of any grant funding scheme. They enable us as an organisation spending public funds to ensure a project is achieving best value and delivering results for the local community. They also highlight what has worked well and where there have been challenges.

Successful applicants will be required to provide quarterly reports on project progress and project finances, as well as updates on performance against outcomes/outputs. Post completion monitoring will continue to enable the capture of outcomes expected to continue beyond the 31 March 2026. This means that data will need to be collected, before, during and after the project has been delivered. Failure to comply with this may result in the Council seeking to recover some or all of the grant that has been paid.

*Please note: this programme may be subject to changes/updates due to requirements issued by one of all the funders.*

## Appendix 1: CURRENT LIST OF MANDATORY GOVERNMENT OUTPUTS AND OUTCOMES

Outputs	
Number of local events or activities supported	<p>Number of local events or activities supported. An event refers to planned activities. These should fall into the below categories:</p> <ul style="list-style-type: none"> <li>- Those related to: (1) Film, TV, Music, Radio (2) Heritage (3) Arts, Museums and Libraries.</li> <li>- Other activities &amp; events include, e.g. sports, volunteering, tourism and social action.</li> </ul>
Number of volunteering opportunities created or supported	<p>Number of organised volunteering roles supported as a direct result of the intervention. This includes opportunities for people to volunteer on a regular basis, and opportunities for one-off volunteering. Formal volunteering refers to those who have given unpaid help via a group, club, or organisation: for example, leading a group, administrative support or befriending or mentoring people.</p>
Number of people reached	<p>Number of people directly impacted by the UKSPF intervention. The definition of direct impact will vary across interventions e.g.:</p> <ul style="list-style-type: none"> <li>- Engagement -those directly engaging e.g attending, interacting.</li> <li>- Direct impact should only be recorded where it can be done so robustly.</li> </ul>
Outcomes	
Number of volunteering opportunities created as a result of support	<p>The number of organised volunteering roles created as a direct result of the intervention. This includes opportunities for people to volunteer on a regular basis, and opportunities for one-off volunteering.</p> <ul style="list-style-type: none"> <li>- Formal volunteering refers to those who have given unpaid help via a group, club, or organisation: for example, leading a group, administrative support or befriending or mentoring people.</li> </ul>
<b>Improved</b> engagement numbers*	<p>The increase in number of individuals engaged in the local area / activity during the last 12 months. Engagement can include physical and digital engagements. What is classed as the 'local area' where events are recorded should remain consistent throughout the collection e.g. should not include/ exclude events in neighbouring locations which were excluded/included in previous returns.</p>
<b>Increased</b> visitor numbers*	<p>The increase in number of visitor admissions to the local area, including markets, town centre, tourist attractions, green and blue spaces and cultural and heritage venues. The count of attendance should be based on tickets / entry figures, where applicable. The sample of venues tracked should remain the same over time, unless newly established venues are created during the reporting period which can be included.</p>



Number of community-led arts, cultural, heritage and creative programmes as a result of support

Number of programmes started because of support provided by UKSPF interventions. This indicator focuses on programmes that are led by the community groups (self-governing and not for profit group or organisation which works for the public benefit) and focuses on the topics of arts, culture, heritage.

\* These measures will require a starting baseline figure to enable you to calculate the increase/improvement at the end of the project e.g.

Increased visitor numbers

The Wyre Raft Race Festival had 1,000 visitors in 2024, and the forecast was to increase visitor numbers by 500 in 2025 (i.e. have 1,500 visitors). The Festival took place in 2025 and had 1,600 visitors.

- Baseline 2024 = 1,000
- Target 2025 = 500
- Actual 2025 = 1,600

therefore, the increased visitor number to report is:

Actual - Baseline (1,600 - 1,000) = **600**

The Festival achieved its target increase of 500, which was a better result than anticipated.