



What do we mean by sustainability?

Like many other funders we provide grants for fixed term periods, and our priorities might change. If you are awarded funding there is no guarantee that we will be able to fund your project again. It's therefore important that you think about how you can make your project sustainable in the long term.

By sustainable we mean that the benefits and or activities of your project will continue once our funding has ended. Our Committee is more likely to fund projects that have considered how to make themselves sustainable.

What steps can you take to make your project sustainable?

We will look to see what steps you will take to sustain the impact of your project beyond the life of the grant. As a first step you should think about:

- demonstrating how the project complements or fits with national and local objectives
- creating and developing good working partnerships
- showing clear systems for evaluation and learning as the project progresses, and how this learning will be able to inform the development of the project.

If you want your project to continue after our funding ends you should think about the following steps:

- Can the project get money from a different funder? Who else do you think will fund it and what is your track record in securing funding?
- Can the project become self-sustaining? Will it generate an income through sales or contracts? Or will it develop a volunteer base to deliver its activities instead of employing staff?
- Will a public body take on the project and pay for it? Is this likely to happen? How do you know?

If your project will end when our funding ends, tell us:

- ▶ Whether you think other public or voluntary services will change so the project won't be needed. Will you share your learning with them to inform what they do?
- ▶ What will happen to the beneficiaries? Will there be another service they can use?
- ▶ What will happen to staff and capital equipment? How will you be a responsible employer? Could equipment be used by a similar project?

What should you tell us?

In your application you should tell us about your plan for sustainability. This should include:

- ▶ Who's responsible for the sustainability of the project? The chief executive, a particular officer, or the board of directors?
- ▶ When action will happen? Have you set a point of review, for example at the middle of the project or 18 months before our grant ends?
- ▶ What actions you will take. Will you meet with key people like other funders or policy-makers? Will you tell people what your project has achieved? Will you start a fundraising campaign?

Practical ways to show you are sustainable

Some of the practical steps you can take in your application are:

- ▶ Have a plan for sustainability in place.
- ▶ Secure other funding. This means you are asking us for less than 100% of the funding your project needs and shows your ability to fundraise.
- ▶ Taper the grant request over the length of the project, asking for less money in later years. This shows that you will become less reliant on our funding.
- ▶ If the project is for land or buildings plan how the ongoing revenue costs will be covered. Think about the upkeep of the building and the activities that will take place there.

Next steps

For more information about our approach to sustainability read our report 'Early Indications of Sustainability', available from our website www.biglotteryfund.org.uk. If you have any questions, please call our Information Team on 0870 240 2391, or send us an email at enquiries.Scotland@biglotteryfund.org.uk.