

TACKLING TEXTILES GRANT SKILLS AND INNOVATION FUND

**2024/25
GUIDANCE NOTES**

**KEEP
NORTHERN
IRELAND
BEAUTIFUL**

OPEN CALL TO SUPPORT DEVELOPMENT OF A SUSTAINABLE FASHION AND TEXTILES SECTOR IN NORTHERN IRELAND.

INTRODUCTION

Global drivers have highlighted the need for the fashion and textiles industry to consider and evaluate its relationships with the environment and sustainability across the whole value chain.

Following 2 successful years of the Tackling Textiles Grant: Skills and Innovation grant programme, Keep Northern Ireland Beautiful (KNIB) in partnership with the Department for Agriculture, Environment and Rural Affairs (DAERA) through the carrier bag levy is running a third year of the programme that aims to nurture new skills and innovation that drives a more environmentally responsible fashion and textiles industry.

TRANSITIONING TO A GREENER AND CIRCULAR ECONOMY

In line with Northern Ireland's Draft Green Growth Strategy, launched by DAERA we want to see growth in green jobs and skills development.

TEXTILE WASTE

Textile waste has a huge impact on the environment and our ability to deal with waste in the UK and Northern Ireland.

In the UK, we discard over one million tonnes of textiles each year.

In Northern Ireland this is estimated to be 27,000 tonnes per year or five hundred tonnes a week. [1]

We have on average five times more clothes than our grandparents ever did and buy more clothes than that of any other EU country*.

Clothing has the fourth largest environmental impact after housing, transport, and food.[2]



[1] The statistics shared are UK-wide, 2017 statistics published by Parliament. The report can be found [here](#).

[2] WRAP

WHO CAN APPLY

Eligible Applicants

Small and Medium Sized Enterprises

Social enterprises

Not for profit organisations

Registered Charities

Community & voluntary groups

Ineligible Applicants

Schools and third level education organisations

Local Authorities

Sports clubs, churches, and youth groups

Large enterprises (Over 250 employees)

Un-constituted groups or individuals

WHAT IS THE VALUE OF GRANTS AWARDED?

**£1,000
minimum
to a
maximum
of £3,000**

Each applicant organisation can submit only one application with the exception that an applicant may also be named as a partner in a second collaborative bid.

A group or organisation who have applied previously to any KNIB grant schemes are welcome to apply, however track record of previous grant recipients may be taken into consideration during the judging process.

Applications should be made by a person who will be directly involved with the delivery of the project as funding information can only be shared with successful groups.

Please note: This is a competitive process; successful grant awards may be offered less than the maximum bid applied for.

WHAT THE PROJECT CAN FUND?

The Tackling Textile Skills and Innovation Grant will support and fund projects that can meet at least two of the following criteria:

- A. It supports the development of new skills around reuse, repair and reimagine of clothing and textiles within the wider community.
- B. It encourages individuals and communities to reduce the amount of clothing and textile waste generated.
- C. It provides jobs, skills, or training opportunities for individuals and/or communities which support the reduction of textile waste.
- D. It explores new approaches to tackling textile waste which could include IT, Fabric Choice and Design, Learning/e-learning, Sustainable Garment Design or Research (this list is not exhaustive).

PROJECT BUDGET

To help you with your project design we have included a budget table in the application form and encourage you to think about the costs associated with running your project and get quotes at this early stage. The budget headings are in the table below.

Budget Header	Description
Materials	This could be preloved materials that you source for your project or sewing materials.
Equipment	This could be sewing machines or other associated equipment to run your project
Staff Costs	This could be the staff cost to run your project and deliver training or skills development.
Professional Fees	This could be the cost to outsource tutor costs, other professional fees or attending a key conference.
Event Costs	This could be costs associated with hosting events as part of your project.
Other costs	The judges will take into consideration the nature of these costs and how essential they are to the delivery of your project.

VALUE FOR MONEY

When procuring works, goods and services using money awarded from the grant, you must conduct the process in a manner which ensures openness, value for money and fairness.

Expenditure Amount	Quotation Requirement
Up to £499	No quotation required (evidence of online quotes will be accepted).
£500 and Over	Two quotations required

You will need two quotations for anything £500 and over. The quotation must include:

- Company details.
- What you are intending to purchase.
- Date of quote.
- The costs.

These quotes must be included as part of your budget and application process. For the grant verification and audit purposes you need to keep all your receipts/invoices and evidence of the items being paid via your organisation's bank statement.

Please note: we cannot accept bank statement evidence from personal accounts or staff member personal accounts.

PROJECT MONITORING AND EVALUATION

Each grantee will have Monitoring and Evaluation terms related to their project outlined in their Letter of Offer. These could include but are not limited to the following:

- Reporting Schedules.
- Progress Reports.
- Financial Reporting.
- Site Visits. Your project maybe visited within 6 months of issue of Letter of Offer.
- Assistance developing awareness materials for the public i.e. case studies.
- Where possible, grantees will be required to promote their project at an event/s etc (identified beforehand in the Letter of Offer).

HOW CAN THE GRANT BE CLAIMED?

GRANT VERIFICATION

Grant verification is an essential step in ensuring that all funded projects are completed as agreed and that funds are used responsibly. As part of this process, we require the following submitted successfully to claim your grant:

Component	Requirement
Documentation of Expenditures	Submit receipts, invoices, and contracts showing what was purchased, cost, and date.
Proof of Payment	Provide evidence of payments made through your organisation's bank account. Personal accounts are not accepted.
Reports	Timely submission of any required progress reports detailing project execution, fund usage, and outcomes.
Site Visits	Be prepared for potential site visits or audits to verify project completion and appropriate fund usage.

HELP GETTING STARTED

Applicants may be able to claim 50% of funding upfront with the final 50% paid on receipt of a completed and satisfactory summary report. This will be assessed on a case-by-case basis and approved only where any relevant additional information has been supplied to Keep Northern Ireland Beautiful.

WHAT IS YOUR RESPONSIBILITY

INSURANCE

It is your responsibility to ensure that all your activities, including all events, publications, etc. arising from this project are properly and fully insured for the public, employee, or any other liability. Keep Northern Ireland Beautiful does not have in place insurance or other arrangements to indemnify you, your employees, or other volunteers in respect of any legal liability arising from any act or omission in the fulfilling of the work covered by this grant. Failure to meet this responsibility may result in grant funding being withheld or withdrawn.

LANDOWNER PERMISSION

It is your responsibility to ensure that all permissions, consents, legal requirements, etc. are complied with before you commence your project. Failure to meet this responsibility may result in grant funding being withheld or withdrawn.

WHO SPONSORS THIS GRANT?

The Tackling Textiles: Skills and Innovation Grant is funded by the Department for Agriculture, Environment and Rural Affairs' (DAERA) through the Carrier Bag Levy and is administered by Keep Northern Ireland Beautiful.

CONTACT US & APPLICATION SUPPORT

If you have any questions in connection with the grant or the application process, please contact Keep Northern Ireland Beautiful by email below:

Email: waste@keepnorthernirelandbeautiful.org

KEY DATES

The following dates are subject to review internally and externally with DAERA, but are indicative of the current project timelines KNIB are working to.

Milestone	Date
Launch	23rd August 2024 (6PM)
Deadline for Submission of Online Application	20th September 2024 (6PM)
Advising Successful Applicants	By 4th October 2024
Mid-Way Review	Mid-December 2024
Deadline for Completion of All Eligible Claims and Expenses	21st February 2025

HOW TO APPLY

Grant applications are managed through **Submittable**, our online submission platform.

What is Submittable?

Submittable is a user-friendly, cloud-based platform that simplifies the grant application process for both applicants and our review team. This system allows you to submit your grant proposals, reports, and documents with ease.

How to Get Started:

Getting started with Submittable is simple. Just visit our grant application page on our website by clicking the link below and go to the Tackling Textiles Grant: Skills and Innovation tab.

