

Apply to join our London exhibition

Guidance for applicants and supporting organisations

Apply for £500 and support from Grow Wild to create an artistic wonder to exhibit at a new London landmark, the amazing skyscraper 70 St Mary Axe!

We've made applying quick and easy. You have until 1pm on Monday 30th March.

If you have questions or would like to talk through ideas, please get in touch!

Call or text Chloe on 07826 873 421, or call 020 8332 3759 or email c.booth2@kew.org (Mon-Fri)

1. Guidance for applicants

What's it all about?

Our incredible UK native plants and fungi.

Not only are they colourful and amazingly varied, they're really important to our lives and the natural world. They provide food and shelter for pollinators, contribute to medicine and have even inspired magical myths and legends! Find out more on our [website](#).

We'd like you to come up with an amazing piece of creative genius to celebrate and share why UK native plants and fungi are so special.

Your creation will be displayed in our London exhibition at 70 St. Mary Axe. This is a fantastic new building, standing at 21 stories high. Check out pictures and videos on their [Instagram](#) and [website](#).

You'll join Grow Wild - the national outreach learning initiative of the [Royal Botanic Gardens, Kew](#). Grow Wild is supported by [70 St. Mary Axe](#) to bring people together to value and enjoy plants and fungi.

Our funding is open to people aged 18-25 living nearby 70 St. Mary Axe (EC3A 8BE) and those living in central and Greater London. Have a look at [this list of boroughs](#) to check if you're covered.

If you are aged 14-17 or 18-25 living outside of London, don't worry! You can still apply to [run your creative project](#) to perform or transform anywhere in the UK.

Tell me more...

We'll give you £500 to fund your project, plus lots of support along the way.

The final exhibition will launch on Thursday 1st October 2020, so you must be available on this date. The exhibition will run for two weeks and be enjoyed by thousands of people at 70 St. Mary Axe and online. Afterwards, we'll return your creative pieces.

It's up to you to decide how to run your project and the process you will go through to create your exhibition piece. You'll need to think of ways to involve other people from your community in the project and get them excited about UK native plants and/or fungi.

Successful applicants will also be invited to join a group visit to gather inspiration from [Wakehurst](#), Kew's wild botanic garden in Sussex, home to the Millennium Seed Bank.

Spoiler alert! You'll need a supporting organisation to receive the funding on your behalf (more information coming below).

When is everything happening?

You have until 1pm on Monday 30th of March 2020 to apply.

- Applications will then be assessed by a panel of young people who will decide which projects receive funding. This will take place during April.
- If your application is successful, you'll have the money and can start your project in May (if we receive all the information required from you and your Supporting Organisation). We'll then help you on your journey.
- You'll also be invited to join a group visit to gather inspiration from Wakehurst, Kew's wild botanic garden in Sussex. This will take place in early summer. The date will be arranged closer to the time, so unfortunately can't guarantee it will suit everyone.
- Projects need to be finished by the 14th September 2020 and all wrapped up ready for transport. Please pay for packaging using your grant money. Grow Wild will then arrange (and pay for) your piece to be transported to 70 St. Mary Axe. You and/or your Supporting Organisation will need to be available for us to collect your piece prior to the exhibition. You should also be free to attend an open evening of the exhibit on the 1st October 2020.

Creative guidelines

Please follow our creative guidelines below. This will help us display your fabulous creative piece safely and with enough space and facilities.

Your piece could be a sculpture, painting, photograph, collage, pottery... something we haven't thought of yet! We really want you to let your imagination run riot.

Yes please!

- Your exhibition piece should be no bigger than 1m wide x 0.5m deep x 1.8m high. It should fit through a standard size door - including when it's wrapped up or in a box!
- Make sure your creation is not too heavy – it should be able to be moved easily by two people.
- Your exhibition piece needs to stand up safely by itself. Any frames, easels or staging to enable this should be white, grey or natural wood colour. You will need to cover the cost of this from your grant.
- Think about material choices - we really like ideas that consider the environment and sustainability.
- Make sure your creation can't damage any floors or surfaces during installation and display. Protective mats will also be provided by Grow Wild.
- If your idea involves fabric and textiles, please contact us for a chat before you apply.

No thank you

- There will be no power available at the venue – so sorry no electrics, computers or anything requiring batteries please.
- Sorry, we can't accommodate live performance like dance, music or drama.
- Please don't include any political messaging or expletives in your creation.

If your idea seems to fit more into the 'no thank you' category, don't be put off! You can still apply to [run your creative project](#) anywhere in the UK.

It's time to apply...

Step 1: Come up with your creative idea

- Remember this is all about celebrating UK native plants and/or fungi. Use this theme as imaginatively as you can. Do something different that people will notice! Read our page about [why fungi matter](#) or scroll through our [wildflower gallery](#) for inspiration.
- Think about the equipment, materials and techniques you will use in your project and in creating your final piece. We like ideas that consider sustainability.
- Think about how you can involve other people in your community through your project and get them excited about UK native plants and/or fungi too.
- Check your idea can be displayed in the celebratory exhibition (see 'Creative guidelines' above)
- **Important:** Remember you'll need permission from the landowner if developing your project involves any activity taking place in a public area.

Step 2: Find your Supporting Organisation

- You must nominate a youth, community or education-focused organisation to receive the £500 on your behalf. Money cannot be placed in personal bank accounts or private business bank accounts.
- The person who told you about the funding may be able to help you, or help you think of an organisation in your community that you can ask for help.
- Once you've found a person and organisation to support you, get them to read the **guidance for Supporting Organisations below** so they know what's expected of them.

Step 3: Make your short video application

Your video should be no longer than two minutes. Seriously, two minutes!

It doesn't have to be filmed on a fancy camera. You can use your smart phone. It can be as simple or complex as you want, but make sure the information is clear.

Use the checklist below to make sure you've included everything we need to know:

1. Who you are and where you will work on your project.
2. Tell us about any creative projects you have completed before and how taking part will benefit you.
3. How will your idea celebrate UK native plants and/or fungi?
4. Tell us about other people you will involve and how you think they will benefit.
5. Tell us your initial ideas for your final exhibition piece (we understand these may evolve once you get started).
6. Tell us how you will spend the £500 – at this stage we realise that this will be a brief outline that may change some.

Important: Grow Wild funding cannot be used to pay yourself a salary or wage.

When your film is ready, upload it to a video hosting site such as YouTube or Vimeo and include the link in your application.

Important: Always upload your video to a private account and only share the link with people who need to see it. If people in the video application are under 18, a parent/guardian must consent to them taking part.

Step 4: Complete your application

- Fill in the [online form](#), including the link to your video application.
- Remember to give contact details for you and your Supporting Organisation. Get your person at the Supporting Organisation to help and make sure that their information is correct – this will save time if your application is successful.
- We will always contact you and your nominated person at the Supporting Organisation in all email communications about your application and project.

2. Guidance for Supporting Organisations

How does it work?

Except for young people with additional needs, or who need more support, we encourage the young person applying to take responsibility for the project.

Each applicant must identify a Supporting Organisation to work with them. This is because Grow Wild is not able to make payment to individuals and because some young people will need a little help to manage and deliver their project.

You can support more than one young person wishing to apply, as long as their projects are clearly different.

It's up to the applicant to decide how to run their project and the process they want to go through to create their exhibition piece. They should also think about ways to involve other people from their community in the project and engage them in valuing UK native plants and/or fungi.

There's a project timeline in the applicant guidance.

If you are working with people aged 14-17 or 18-25 living elsewhere in the UK, don't worry – they can still apply for funding to [run a creative project](#) with Grow Wild.

Eligibility

As a Supporting Organisation you must be:

- An established and relevant organisation that is charitable in purpose or not for profit. In particular:
 - Voluntary, youth or community group.
 - Education body (excluding primary schools)
 - Arts charity
 - Local Authority or other council body
 - Health Authority
- Able to provide a member of staff or volunteer:
 - To liaise with Grow Wild.
 - To support the young person as required, e.g. access to facilities and equipment, publicity of activities, advice and guidance.
- Financially responsible for the project with:
 - **a bank account in the name of their organisation, or in the name of a local authority/other public sector body where relevant**

The following organisations are **not eligible**:

- Private businesses that operate for profit and have no social purpose.
- Organisations with a solely commercial purpose.

Responsibilities of the Supporting Organisation

Grow Wild recognises that the level of support that young people will need to deliver their project will vary according to their age, abilities and needs.

- **Section 1** below outlines the responsibilities that all Supporting Organisations must adhere to.
- **Section 2** below outlines additional responsibilities for Supporting Organisations, when projects include involvement with young people under 18, individuals and groups with additional needs and/or vulnerable adults

Section 1

It's the responsibility of all Supporting Organisations to:

- receive the grant award on behalf of the young person applying
- ensure that the funding is spent in the way outlined in the application
- contact Grow Wild if you become aware that the project is not being delivered as planned
- meet and discuss the project with the young person, providing advice and guidance as required
- support the young person in the planning of their exhibition piece, to make sure it meets the display guidelines (please read the **creative guidelines** for full details)
- ensure the health, safety and wellbeing of everyone participating in the project

As part of this responsibility, Grow Wild will need to see a copy of the following documents before funding will be released:

- Constitution (or a similar document agreed by the group) with the group's purpose and objectives, or evidence that the organisation is part of a Local Authority or other public sector body

Copies of the following documents and evidence of relevant disclosure checks may also be requested if an application is successful:

- Equal opportunities policy
- Health and safety policy
- Public liability insurance suitable for the proposed project
- Volunteering guidelines (if important to the project)
- Safeguarding policy

Section 2

If the project involves young people under 18, individuals and groups with additional needs and/or vulnerable adults, it is the additional responsibility of the Supporting Organisation to:

- ensure that all young people (in any of the groups outlined above) who feature in the video application have consent from a parent/guardian to take part
- ensure consent has been given by a parent/guardian, for all young people under 18 to participate in activities delivered as part of the project (including the application video)
- ensure that all staff and volunteers working with the project have a disclosure check (that is relevant for their UK location and related activities), and have received the appropriate training to support the group and activities
- ensure the project is accessible to all participants – with specific consideration of groups and individuals with additional needs (*see note below)
- Safeguard children under 18 and/or vulnerable adults whilst they are taking part in the project (including any related online and social media activity)

* If you are supporting an application from young people with additional needs, **please contact Grow Wild** with any specific considerations that will need to be made.

Video applications

Grow Wild uses video for young people to apply for funding. This is to enable them to be creative and have fun during the application process. Applicants will upload the video and then share a link with Grow Wild. The application videos are only watched by staff at Grow Wild and the panel of young people who decide which projects will be funded. More information and tips about video applications can be found in our **guidance for applicants above**.

Communication from Grow Wild

As part of our commitment to Safeguarding and Data Protection we only communicate with young people about their project; they will receive no further contact from Grow Wild. We will always include the Supporting Organisation in all email correspondence with the young person.

Consent to take part

The Supporting Organisation is responsible for ensuring that all young people under 18 involved in all project activities have parent/guardian consent to take part.

In the application form we will be asking the named representative of the Supporting Organisation to declare that they will establish consent from parents/guardians of all young people under 18 involved in the project. This includes consent to share the image of all the young people involved in the application video.

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