



Making Roads Safer

Grants

Policy GT01

Version 1.10

July 2023

Appendix 1 – Autumn 2023 Guidance for Applicants.

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Introduction

The purpose of The Road Safety Trust is to make UK roads safer, achieving impact through the funding of practical measures, research, dissemination and education initiatives. The Trust intends to uphold the highest of ethical and safety standards in both the conduct of initiatives and research it funds and prudence in the expenditure of the funds that it holds. Its **Values** of **Rigour**, **Partnership**, **Independence and Challenge**, and **Knowledge** are reflected in the approach it takes with each and every funded project.

The Road Safety Trust aims to make a tangible difference on the roads via its **Strategic Priorities**:

- **Intelligence that defines**
- **Research that informs**
- **Pilots that test**
- **Dissemination that reaches, and**
- **Advocacy that influences**

To support the achievement of these strategic priorities, ***the objectives of the Grant Programme are to:***

- Generate new knowledge about what works
- Translate ideas into new measures
- Influence road safety policy and practice
- Support partnership working and collaboration

Eligibility

UK-based organisations (both public and professional associations), registered charities and university departments may apply for grants. Individuals are not eligible for Trust grants unless part of a wider research or project team. Private commercial enterprises, Community Interest Companies and not for profit businesses will be considered for funding provided that it can be demonstrated that the schemes or initiatives proposed are for charitable activity, are for public benefit and are consistent with the Trust's priorities. In exceptional cases the Trust may accept applications from overseas organisations, e.g., for world class research with potential for demonstrable benefits for UK road users. This should be discussed with us before applying.

Assessment Criteria

Projects will be expected to outline the outcomes and impact for road safety that may be expected from the research or practical intervention, how these outcomes have been calculated and how they will be achieved. In addition, a clear indication should be given of the project's outputs. The Road Safety Trust is keen to support projects through to practical implementation where possible. Some early-stage research may be funded where this is judged to address a clear gap in knowledge and where an eventual practical application of that research has been positively outlined.

The Road Safety Trust may invite applications on a particular theme and will take into account responses to consultations when doing so. The Road Safety Trust may also occasionally invite proposals for research into specific topics that have been identified and regarded as key development areas. In addition, The Road Safety Trust reserves the right to award funding as it sees fit and at its own discretion in furtherance of its charitable objectives.

Amount of Award

Trustees will consider the total amount of money to be allocated for funding on an annual basis, based on an assessment of potential demand and income received by the Trust. Successful applications may not be funded in their entirety. This will depend on the size of the request made and funds available. Grants are available for up to two or three years depending on the programme. The minimum award is £20k and the maximum is £500k. Applications for awards of over £300k (between £301k and £500k) should contact us to discuss their project before applying.

Limitations

Applications will be deemed **ineligible** where the following apply:

- The application is assessed as having a private profit motive;
- The public benefit to UK road-users is not clear;
- The application is for funding towards services or activities previously funded in whole or in part by the applicant organisation(s) or a statutory body;
- The request is for core funding rather than project funding;
- 100% of the total project cost has been requested (cash or in-kind);
- Applications are of a party political nature or likely to be in breach of laws relating to equality and opportunity.
- The application is not considered to fall within the terms of the funding round applied to

Application Process

Further information on how to apply is contained in our '**Guidance for Grant Applicants**' (**Appendix 1 of this Policy**), and the two documents should be read together. Applications should use the headings as outlined in this guidance when addressing the criteria.

Acknowledgements and Progress Monitoring/Reports

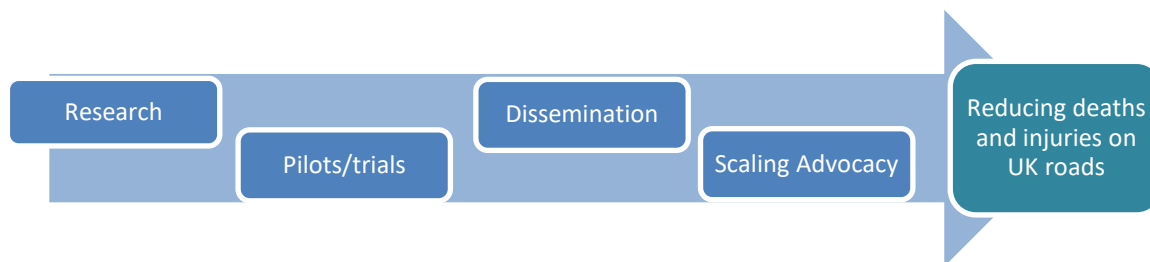
Successful applicants will be expected to acknowledge any contribution from the Trust in the final outputs of the project and report on the success or otherwise of the project.

The Trust will expect to receive regular progress reports on any project in line with milestones in the project plan and a copy of the final publication or an evaluation of a practical intervention. The Trust will also expect to receive advance notice of the publication of any report or evaluation or other output.

Funding of Grants

Financial support for the Trust is provided in the first instance by funds covenanted from United Kingdom Road Offender Education Ltd (UKROEd), which is the charity's wholly owned trading subsidiary. However, the Trust also has the power to raise such other funds as it considers necessary for its operations.

Appendix 1 – Guidance for Applicants Autumn 2023 - *Treating each project as a journey to making a tangible difference on the roads*



Our Autumn funding round opens for applications on 4th October and closes on 7th November 2023 at 5.00pm

There are two routes to funding in this round depending on the amount you are applying for – a Small Grant strand and a Large Grant strand. The strands in this round are both an ‘open’ theme and can be on any road safety topic which meets our criteria and supports the objectives of the grant programme. More details are provided below to help guide which strand you should apply for, the main differences are that the application process goes into more detail for the Large Grants, which are particularly suited to research-based projects, and the development, implementation and evaluation of innovative interventions, and that the Small Grants strand is more suitable for practical projects or local pilots or trials.

We are committed to funding projects that support the objectives of the grant programme, which are to:

- Generate new knowledge about what works
- Translate ideas into new measures
- Influence road safety policy and practice
- Support partnership working or collaboration

Eligibility – Who can apply?

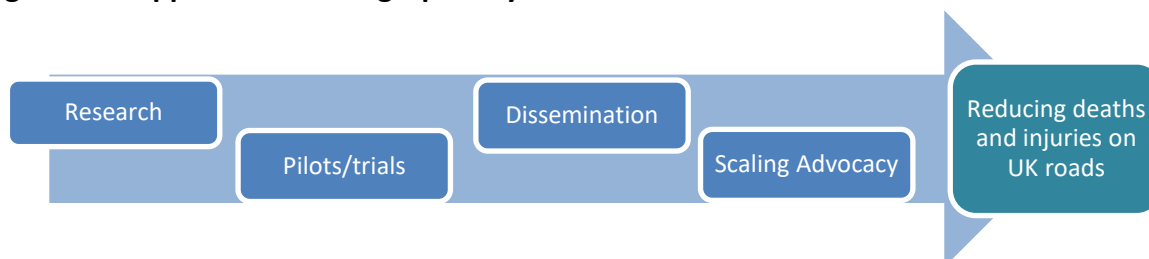
Each application should have a lead organisation which must be a UK local public sector organisation (e.g. Local Authority, Police Force or Fire and Rescue), UK university, UK-based registered charity, not-for-profit, social enterprise or community interest company¹. UK universities can apply as lead organisations, but they must have a partner or demonstrable plans to work collaboratively with one of these organisations and the project must have a clear focus on practical outcomes. An element of partnership or collaborative working is expected in all projects.

¹ Social enterprise and community interest companies must have a governing document with a clause describing their purpose and a dissolution clause. This clause should show that you are a not-for-profit group by confirming that any assets remaining after all debts are paid will be given to another voluntary group with similar aims. This document should also include details of your Trustees or management committee.

Small Grants up to £50k

Eligible projects include pilots and trials, improving, developing and expanding successful trials and interventions, and the evaluation of projects and interventions

All applications must include a focus on monitoring and evaluation of effectiveness. This grants programme supports our strategic priority - **Pilots that test**.



The main aim of the Small Grants strand is to improve road safety at a practical level. We are looking for **innovative** projects that link to national and local priorities and show a proposed link to reducing casualties either directly or through clear interim measures. **Innovation can include the way that projects are delivered - e.g., by bringing together different organisations to work together or improving or evaluating current projects/interventions.** Projects should have the potential for being brought to scale - with the ultimate goal of reducing deaths and injuries both locally, and across the UK.

The maximum project length under this strand is 24 months. The minimum amount that can be applied for is £20K and the maximum is £50K over two years in total.

Larger grants – over £50k

Funding is available for research and the development of innovative practical interventions. Eligible projects include research, pilots and trials, improving, developing and expanding successful trials and interventions, and the evaluation of projects and interventions.

All applications must include a focus on monitoring and evaluation of effectiveness. This grants programme supports our strategic priorities – **Research that Informs and Pilots that Test**.

Projects, including research projects, need to have a **practical focus**.

The maximum project length under this strand is 36 months and the minimum amount that can be applied for must be greater than £50k and the maximum amount is £500k over three years in total. If you are applying for between £301k-£500k you need to contact us to discuss your proposal first.

Objectives and Outcomes

It is important to the Trust that every project it funds clearly states its aims and objectives and outlines the outcomes it expects to achieve at the outset.

Projects will be expected to outline the outcomes and impact for road safety that may be expected from the intervention. Applicants should explain how these outcomes have been calculated and how they will be achieved.

Your application must include:

Plans for *monitoring* road safety objectives- e.g., casualty data or interim indicators relating to infrastructure, enforcement or education or behaviour change (these are sometimes referred to as proxy indicators).

Plans for *engagement, knowledge exchange and dissemination* of the results and outputs such as reports, practitioner or policy and evidence briefings and interventions and tools for the Road Safety profession and sector or for road users.

Criteria

All applications are assessed against how well they meet the following criteria. Projects will initially be sifted against the first two criteria:

The application for funding...

- **has a clear aim and objectives and a clear expression of who it is aimed at and how it will improve road safety for public benefit**
- **is innovative**
- supports national or local priorities for casualty reduction
- supports the objectives of our grant programme
- has a clear design, plan and timeline
- demonstrates knowledge of relevant practice (e.g. has it been trialled elsewhere and what were the results?)
- demonstrates knowledge of relevant regulations and guidance as appropriate
- details sound management of the project and experience of the project team and partners
- evidences strong partnership working and collaboration
- details how the results will be shared
- includes plans for sustainability, wider applicability, scaling up or roll out
- details financial aspects and budget including additional sources of funding
- covers ethical and privacy issues
- More detailed information providing background to the issue being addressed including gaps in knowledge and if relevant a Literature Review are expected for applications for over £50k

What costs do we fund?

Requests for 100% project costs will not be eligible. All projects should have other sources of funding, either cash or in-kind. This contribution can come from the applicant or other partners.

Costs should be clearly set out with overheads and indirect costs shown separately and not included elsewhere such as in salary costs or rates. Grants are for project costs rather than core funding. **We do not normally expect to pay overheads or indirect costs** but in some cases may pay a proportion of these, for example for registered charities. We ask applicants to break down and display these costs in the overall project costs to accurately state the full economic cost of the project.

Examples of eligible costs for all projects include staffing, consumables, travel and some equipment costs.

You cannot apply for equipment for operational road safety projects or for police officer salaries.

To support our commitment to piloting, trialling and evaluating road safety interventions and building an evidence base for future interventions, we encourage applicants to fully develop the monitoring and evaluation components of the application and budget. Eligible costs can include training in monitoring and evaluation or external support to strengthen this element of your project.

Please note we do not pay university overheads/indirect costs. We define these as costs charged across all projects for underpinning resources. This includes things like estates, shared IT and administration HR costs and libraries. You can apply for a proportion of lead investigator costs where it can be shown that there is direct involvement with the project. You should check with your Finance Department to ensure you meet any requirements about how these posts may be funded.

Note on Charity Support Quality Research Funding for Universities

A fund that supports charity research is currently included as part of the block funding that Government provides to universities to support research. This funding stream contributes towards paying some of the direct costs of research that charities do not pay, enabling universities in receipt of charitable grants to recover a greater portion of the total costs of research.

The four national higher education funding bodies each administer this charity support element as part of the Quality Research funding they allocate to universities. Funding is applicable to charity funded research which has been awarded through open competition and external peer review. We operate open and competitive grant programmes, applications are assessed by an expert non-executive Trustee Board and we have been advised our funding meets the criteria for support.

Further information about this support is available from the respective funding bodies:

- In England, Research England, under UK Research and Innovation (UKRI) awards Charity Support Research Funding as part of the QR (quality-related) funding it awards to universities
- In Scotland, the Scottish Funding Council (SFC) administers charity support as part of its Research Excellence Grant (REG)
- In Wales, QR funding is allocated by the Higher Education Funding Council for Wales (HEFCW) In Northern Ireland, the Department for the Economy administers higher education quality-related research (QR) funding

Support with monitoring & evaluation - Organisations that provide resources and training include:

Roads Policing Academic Network (RPAN) - brings academic work and frontline practice together by providing a network of academics that practitioners can reach out to for support. h.m.wells@keele.ac.uk

Road Safety GB – includes practitioner training and links to reports and research through the Knowledge Centre. <https://roadsafetygb.org.uk/about-rsgb/knowledge-centre/>

Agilysis – provides technology and data tools and solutions including webinars. <https://agilysis.co.uk/>

RoSPA – produced a guide to evaluating road safety education, training and promotion activities including a useful toolkit. <https://www.rospace.com/safety-consultants/road>

National Council for Voluntary Organisations (NCVO) Charities Evaluation Services - provides free tools and guidance on evaluation, learning and impact measurement. <https://www.ncvo.org.uk/practical-support/consultancy/ncvo-charities-evaluation-services>

Inspiring Impact – provides a set of free tools and resources designed to help voluntary sector organisations with impact measurement <https://www.inspiringimpact.org>

Data Protection

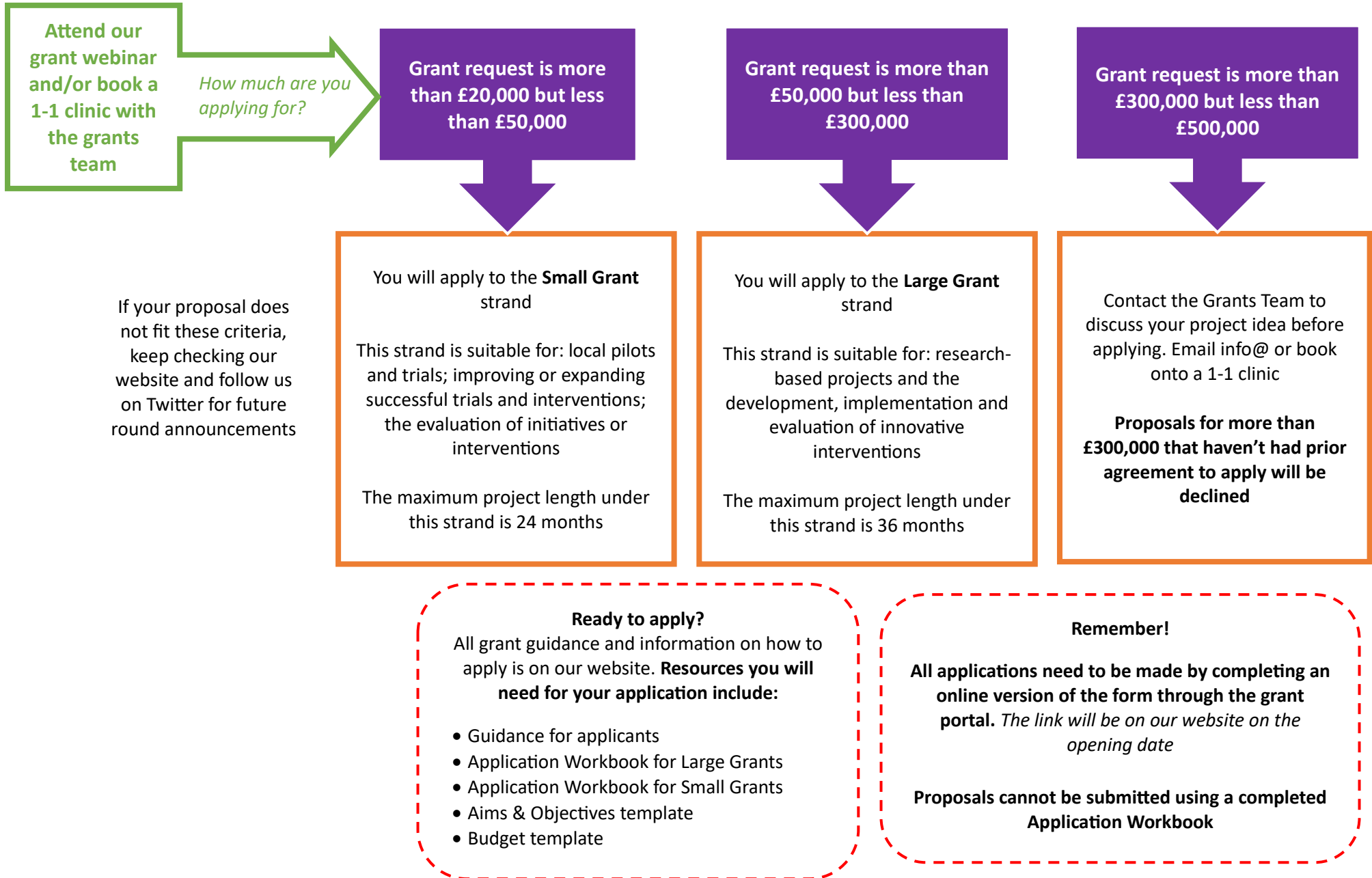
In submitting your application for funding, you are confirming that you have the agreement of any individuals identified within it for the Road Safety Trust to hold their personal data while the project is assessed for funding and following any agreement to fund. The Trust

will use this information for the purposes of assessing your application and of managing or monitoring any grant awarded; and for carrying out related administration or research. We may also contact you about events, news or research relevant to your grant. The Trust is a data controller and is registered with the Information Commissioner's Office as required under the UK GDPR. The Trust will only process any personal data in accordance with the Trust's registration and current data protection legislation. The Trust will expect that you, as the applicant, are responsible for ensuring compliance with data protection legislation and registration as necessary. Our Grants Data Privacy Notice is available on our website.

Freedom of Information

The Road Safety Trust is a 'public authority' and is subject to the Freedom of Information Act 2000. This means that in certain circumstances information about (or contained within) your application may need to be published should we receive a request for information under FOIA, subject to certain exemptions. Please contact us should you have any questions or concerns about this and notify us in advance if any of the information contained within your application is particularly sensitive or confidential

Appendix 2 – Autumn Round Flow Chart



Appendix 3 – Road Safety Trust Strategy Map

Strategy Map 2021-2024

