Grants

Policy GT01

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Appendix 1:   2019 Guidance for Applicants – Innovative Traffic Calming and Provision for Vulnerable Road Users

Appendix 2:   Road Safety Trust Strategy Map

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**:

- **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 Road Safety 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, and the maximum size of award is £200K.

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 costs 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.

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 the 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

2019 Guidance for Applicants - Innovative Traffic Calming and Provision for Vulnerable Road Users

We expect the projects we fund in this round to be focused on engineering, infrastructure and technological measures, while recognising the contribution of Education and Enforcement to these measures. Projects should have as their main intended beneficiaries vulnerable road users. Funding is available for a maximum of three years.

We are committing to funding projects which support the following objectives of the grant programme:

- Generate new knowledge about what works
- Translate ideas into new measures
- Influence Road Safety Policy and Practice
- Support partnership working or collaboration

Eligible projects might include but are not limited to: evidence reviews, trials, roll-outs, evaluations and support for the profession through guidance or other resources.

Criteria

All applications are assessed against how well they meet the following criteria:

- The project has clear objectives and outcomes and the potential for road safety benefit for the public in the UK
- The project supports the objectives of the grant programme
- Project methods are clear
- Knowledge of relevant practice and literature
- Knowledge of relevant regulations and guidance
- Project structure and management
- Experience of the project team including its cohesion and composition
- Innovation
- Partnership working and collaboration
- Plans for evaluation of road safety benefits and achievement of the project's objectives
- Plans for Impact
- Dissemination, engagement and knowledge Exchange
- Financial aspects and budget
- Future Plans – e.g. Sustainability, scaling up or roll out.

How to apply

Applications should be made via an on-line portal on our web-site
https://roadsafetytrust.org.uk/

The opening date for this round is 18 March 2019 and the closing date is 21 June 2019. You will need to create an account and will be asked to complete a short eligibility questionnaire.

The application is in two sections:

Section one:

The first part of the application process is an on-line form. This captures the following key information about the project.

Project overview:

- Lead Organisation details
- Project Summary
- Project approach and methodology
- Project objectives
- Project outputs and outcomes
- Innovation
- Partnership and collaboration
- Beneficiaries
- Future Plans

Impact:

- Evaluation objectives
- Evaluation Plan
- Plans for Dissemination, engagement and knowledge exchange

Budget:

An excel spreadsheet should be uploaded using the template provided

- Requested amount
- Project budget
- Other sources of funding

Section two

Information on the following should be provided and uploaded in a separate document (no more than four sides of A4 with Appendices):

Knowledge of the relevant literature or practice

Please refer to relevant research and literature (where available) and any gaps in knowledge and explain how the proposal develops or adds to learning. Please also describe the extent of current provision or implementation of the measures the proposal seeks to develop and current evidence (if any) for their effectiveness**.**

Knowledge of the relevant regulations and guidance

Please refer to the relevant regulations for the traffic calming measures or provision that the proposal relates to and any available published guidance. If guidance is lacking or patchy then please explain how the proposal will address this issue. Provide details of any necessary consents or permissions needed to carry out the project.

Ethical and Privacy Issues

Please describe any potential issues regarding the privacy of participants and information provided by or concerning them, as well as of any other information sources used. Any risks and mitigation management plans for these should be fully discussed. Please ensure you have a policy in line with the current GDPR.

Similarly, any potential ethical considerations and mitigations of any risk need discussion, including but not limited to risks to participants. Where another body, such as an organisation's Research Ethics group, will need to grant approval before the project can proceed, the specific matters that such a group are likely to address should be clearly outlined. Discussion of privacy and ethical issues may appear in an Appendix.

Project Structure and Timetable

Please provide a project timetable (perhaps in a table or Gantt chart) including milestones for the completion of different stages (where appropriate). A table should also be provided for any potential risks to the completion of the project together with proposed mitigations.

Experience of the Project Team

Please describe the relevant experience and expertise of key team members. One-page CVs, including any relevant publications as an appendix, will be useful for more complex applications (please ensure you have permission from them). Please explain key roles and the expected input and involvement of each team member. It will be helpful to see how quality control of the outputs will be handled, and who will be responsible for day to day project arrangements. Any internal and/or external oversight arrangements should be mentioned, especially for more complex projects. For some projects, the establishment of stakeholder groups to inform the project should also be identified.

Innovation

Innovative ideas with much potential road safety benefit are particularly sought by the Trust. Plans to roll out or scale up innovative approaches which have been successfully trialled and tested are also encouraged. The programme is not designed to cover the *delivery* costs of existing schemes but could cover the costs of *evaluating* an existing programme.

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 GDPR 2018. 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 web-site.

Useful sources of information about Traffic Calming and Provision for Vulnerable Road Users

Manual for Streets https://www.gov.uk/government/publications/manual-for-streets
Manual for Streets 2 https://www.gov.uk/government/publications/manual-for-streets-2

CIHT – Review of Shared Space
https://www.ciht.org.uk/media/4463/ciht_shared_streets_a4_v6_all_combined_1.pdf

Appendix 2 – Road Safety Trust Strategy Map

Strategy Map

Vision
The safest roads in the world with zero deaths and serious injuries

Purpose
To make UK roads safer, achieving impact through the funding of practical measures, research, dissemination, and education

2024 Goals

Impact for all road users

Each project as a journey to making a tangible difference on the roads

Priorities

Research that informs
Understand the knowledge gaps and investigate both prevention and development of new solutions so that safety on the road improves

Pilots that test
Invest in pilots to test new approaches and ensure practical application of new thinking drives change on the ground

Dissemination that reaches
Share new knowledge and practical measures across the road safety and wider community to encourage learning and development

Advocacy that influences
Use the wealth of knowledge and understanding about what works to keep road safety high on the national and local agenda and influence policy change

Foundations

Engaged workforce & membership

Effective grant-making

Sustainable business model

Robust governance

Strong brand and reputation

Core Values

Rigour

Partnerships

Independence and challenge

Knowledge

Code of Ethics