

# GRANTS POLICY

October 2025

## 1. Purpose

The Society of Bookbinders is committed to advancing education in the craft of Bookbinding for the public benefit, its charitable objective. This Grants Policy sets out the principles, eligibility criteria, and processes for awarding grants that support education, training, accessibility, and outreach.

## 2. Objectives

Grants awarded under this policy will:

- Expand opportunities for people to learn and practice bookbinding.
- Reduce financial, geographical, or physical barriers to participation.
- Support innovation, diversity, and outreach in bookbinding.
- Encourage the sharing of knowledge and skills within the bookbinding community and beyond.

## 3. Types of Grants

The Society may award grants in the following categories:

- **Training Bursaries** — financial support for individuals to attend courses, workshops, or conferences.
- **Equipment & Materials Grants** — funding towards essential bookbinding tools, presses, or materials.
- **Access Support Grants** — support for travel, accommodation, interpreters, adaptive tools, or digital access to enable participation.
- **Project & Innovation Grants** — funding for exhibitions, community workshops, publications, or digital resources that promote bookbinding.
- **Diversity & Outreach Grants** — targeted support for under-represented groups, or projects that bring bookbinding to new audiences.
- **Research on relevant topics** — such as the history of bookbinding or of the teaching of bookbinding

## 4. Eligibility

Applications may be made by:

- **Individuals:** Including students, apprentices, early-career practitioners, or those retraining in bookbinding.
- **Groups or organisations:** Including SoB regional groups, workshops, or institutions running outreach or educational activities.

Priority may be given to:

- Applicants with demonstrable financial need.
- Those from under-represented backgrounds or regions with limited access to bookbinding resources.
- Projects with clear benefits to wider communities.

## 5. Application Process

- Applications must be made on the official SoB Grants Application Form which will include a query regarding grants sought from other grant-giving bodies.
- Alternative formats (audio, video, or large print) will be accepted to ensure accessibility.
- The Grants, Bursaries and Awards Panel will review applications against the criteria set out in this policy.
- Decisions will be communicated in a timely manner after the next regular meeting of the Panel (or after the closing date for a specific application if applicable).

## 6. Assessment Criteria

Applications will be assessed on:

- **Impact** — the extent to which the grant will expand access or opportunities (which may include impact for individuals).
- **Commitment** — the applicant's plan and ability to deliver the proposed activity.
- **Reach** — the number of people who will benefit, directly or indirectly.
- **Equity** — preference for those who have had fewer prior opportunities.

## 7. Conditions of Award

- Grants must be used only for the purpose stated in the application.
- A short report, reflection, or equivalent evidence of outcomes must be submitted within 3 months of completion.
- Where possible, grantees will be encouraged to share outcomes with the Society (e.g. newsletter, Journal, or conference).
- Any unspent funds must be returned to the Society.

## 8. Governance

- The Grants, Bursaries and Awards Panel, appointed by the Trustees, will oversee the administration of this policy.
- All decisions will be made in line with the Society's charitable objectives and financial regulations.
- The Trustees will review this policy annually.

## 9. Transparency

- A summary of grants awarded will be published each year in the Society's annual report.
- Applicants who are unsuccessful will receive brief feedback and encouragement to reapply where appropriate.