

**PORTSMOUTH**  
1926 - 2026



# PORTSMOUTH 100 COMMUNITY GRANTS

**Information for applicants**

**NOVEMBER 2025**

# 1. PURPOSE OF THE GRANT?

Portsmouth's centenary celebrates a major milestone, 100 years since the city was granted its status in 1926. This anniversary offers a unique opportunity to celebrate Portsmouth's rich heritage as a naval city, and its transformation over the past century to a thriving cultural city, and the community that has shaped the city's identity.

The Portsmouth 100 programme will celebrate Portsmouth's history, culture, and community spirit with active city-wide engagement of residents, businesses and partners, to commemorate 100 years of Portsmouth as a city, by honouring the past, celebrating the present, and looking towards the future.

The key themes of the celebrations are:

- **Pride in our history:** Portsmouth's transformation over the last century, encompassing its naval heritage and the transformation to a cultural city with an international port (celebrating its 50th birthday in 2026).
- **Our community and culture:** Highlighting the city's diverse culture and history over the last century and celebrate key moments from the past, while looking forward to opportunities in Portsmouth's future.
- **Honouring the local community:** Paying tribute to key figures, local heroes, and influential people in Portsmouth's history, and those Portsmouth people also celebrating their 100th birthday.
- **Looking to the future:** Highlighting Portsmouth's role in modern innovations, sustainability, and its growing significance in the region; securing a legacy from the programme of events.

To celebrate 100 years of city status grants are available to support community led activity such as;

- Planting or environmental projects
- Arts projects
- Events such as parades, carnivals, fetes
- Community lunches or street parties

**Funding must be spent by 31 December 2026.**

## 2. WHAT DOES THE GRANT NEED TO DO?

**For the panel to consider the application it must meet one or more of the following priorities:**

- **Pride in our history:** Portsmouth's transformation over the last century, encompassing its naval heritage and the transformation to a cultural city with an international port (celebrating its 50th birthday in 2026).

- **Honouring the local community:** Paying tribute to key figures, local heroes, and influential people in Portsmouth's history, and those Portsmouth people also celebrating their 100th birthday.

- **Our community and culture:** Highlighting the city's diverse culture and history over the last century and celebrate key moments from the past, while looking forward to opportunities in Portsmouth's future.

- **Looking to the future:** Highlighting Portsmouth's role in modern innovations, sustainability, and its growing significance in the region; securing a legacy from the programme of events.

The intention is to spread the funding across the 14 wards of Portsmouth and therefore we will aim to allocate the available funding to projects across the wards.

\* see [Portsmouth Ward Map](#) for more detailed maps please contact: [Portsmouth100@portsmouthcc.gov.uk](mailto:Portsmouth100@portsmouthcc.gov.uk).

## 3. WHO CAN APPLY?

Applications can be received from either individuals or from groups

### FOR INDIVIDUALS APPLYING:

The individual must be a resident within the Portsmouth areas (PO1 - PO6), providing facilities, activities or services for the benefit of Portsmouth residents and must provide the following;

- A council tax bill
- Confirmation that they do not have any debts outstanding to Portsmouth City Council
- Provide two references from other residents confirming their character and ability to deliver the activity
- a bank account in the name of the applicant with a recent bank statement for evidence
- Cost breakdown of what the grant would be used for with evidence of two quotes if using funding for purchasing materials and equipment
- a policy describing how they will safeguard children, young people or vulnerable adults
- evidence of relevant insurance

Individuals can make an application for between £100 and £250. Grants are one offs and non-recurring.

## 3. WHO CAN APPLY?

### GROUPS OR CHARITIES APPLYING:

The group or charity must operate within the Portsmouth areas (PO1 - PO6), providing facilities, activities or services for the benefit of Portsmouth residents and must provide the following:

- a constitution (or rules)
- a bank account in the name of the organisation with a recent bank statement for evidence
- a policy describing how they will safeguard children, young people or vulnerable adults
- cost breakdown of what the grant would be used for with evidence of two quotes if using funding for purchasing materials and equipment
- evidence of relevant insurance

Groups or charities can make an application for between £250 and £1,000. Grants are one offs and non-recurring.

All applicants will need to complete an online [application form](#) and provide explanations to the following;

- What the project will do and how it will meet at least one of the scheme priorities
- Where the project will take place
- When and for how long the project will be delivered for
- Who will benefit from this project including number of residents of Portsmouth
- How the project will celebrate Portsmouth centenary
- Previous experience that will aid the project

**ANY APPLICATIONS FOR PROJECTS WHO HAVE RECEIVED A COMMUNITY INCLUSION GRANT PREVIOUSLY FOR TWO CONSECUTIVE YEARS WILL NOT BE ELIGIBLE**

## 4. WHEN SHOULD I APPLY?

**APPLICATION DEADLINE: FRIDAY 30TH JANUARY 2026 AT 12NOON.**

## 5. WHO DECIDES WHETHER I AM SUCCESSFUL OR NOT?

Portsmouth City Council running the scheme, and eligible applications will be decided upon by a panel. The panel will be made up of six representatives across the city. Any representatives with a conflict of interest will have to declare the interest and will leave the room whilst the application is discussed. You will be notified whether you are successful or not by Portsmouth City Council.

The funding is limited, and applications will be assessed on a first submitted first served basis. It may be required to close the grant to new applications before the closing date should all resources be allocated.

## 6. IF I AM SUCCESSFUL HOW WILL I RECEIVE THE GRANT?

Successful applicants will be required to sign a grant agreement committing to spend funds as set out in their applications. We will make payment into a nominated bank account and will require proof of spend when the project is complete. If this is not provided, we will take steps to recover unspent funding.

## 7. HOW DO I TELL PEOPLE WHAT I AM DOING WITH THE GRANT?

Portsmouth City Council will provide you with the relevant logo to appear on every piece of public print/ e-marketing. It is a stipulation of the grant that the logo appears on all print/e-marketing.

It is also a condition of the grant to provide 50-100 words telling us how you plan to use the grant and an image to capture what you plan to do. Anyone photographed in the image must have signed the relevant form to consent to their image being used. Relevant paperwork is distributed to successful recipients of the grant.

## 8. WHAT HAPPENS IF OUR PLANS FOR PROJECTS CHANGE?

Please let us know. We know things may need to change or not go to plan. We will need you to let us know so we can discuss and see how we may be able to help.

## 9. HOW WILL THE PROJECT BE MONITORED AND EVALUATED?

Applicants will be required to provide an update on progress and to carry out a simple evaluation of the outcomes at the end of the project and provide evidence of spending. This is to highlight the benefits the scheme have been delivered and to assure Portsmouth City Council the funds have been used to achieve the objectives outlined in the application. It is also a useful way of recording any additional outcomes that the funding has supported. This will be sent to the applicant at around three months, or on request if an applicant would prefer to receive it sooner. If the evaluation is not submitted in a timely manner as requested by Portsmouth City Council, we will consider how best to address the situation including the provision to reclaim the funds paid out.

## 10. KEY THINGS TO CONSIDER

If your project requires use of land you will need landowner permission. You will also need to consider longer term management.

You will also need to consider if any other consents need to be obtained . Please see our website for more details on events planning permission  
Planning an event - Portsmouth City Council

## 11. DATA PROTECTION AND USAGE

Portsmouth City Council will add basic details about your organisation (including your contact details) to our database. This is necessary for us to manage your grant application and follow up contact.

## 12. FRAUD

Portsmouth City Council will not accept deliberate manipulation and fraud. Any individual or organisation caught falsifying their records to gain additional grant money will face prosecution. Any funding issued will be subject to claw back, as will any grants paid in error.

## 13. HOW DO I FIND OUT MORE?

For more information please contact: [Portsmouth100@portsmouthcc.gov.uk](mailto:Portsmouth100@portsmouthcc.gov.uk)