

Building Better Opportunities



Guide to delivering European funding

Section ten: Cross-cutting themes

About this guide

This is just one section in a series of fifteen guidance documents that make up the Guide to delivering European funding (the 'Guide'). Taken as a whole, this provides all of the guidelines, tools and templates needed to manage and monitor your project.

The version of the Guide replaces any and all guidance we have previously published in relation to this funding.

For the full contents visit our website [here](#)

How to contact us

- If you are a **lead organisation** involved in delivering a project, the best way to get in touch is through **your funding officer**.
- **Other organisations** should email us at esf@biglotteryfund.org.uk

We have a Building Better Opportunities support team in place who can help with understanding European Funding requirements. You should by now have a named contact to contact directly. If you are unsure who this is, please contact your funding officer.

Summary of changes

May 2017 - Lottery logo updated.

March 2017 - Delayed quarterly update with updated logo.

September 2016 - Quarterly update, with use of National Insurance number for participant ID, updated Annex K, new Annex Q and revised annexes in Oct/Nov.

June 2016 - This version of the Guide incorporates appropriate comments gained from the consultation review in April 2016.

Any changes to the Guide will be:

- communicated on our website and on the inside page of each section
- emailed to current grant holders and highlighted in our programme e-bulletin.

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10.1 Explaining the cross-cutting themes

There are two cross-cutting themes for ESF that must be fully integrated in the delivery of your project. These are:

- ✓ sustainable development and
- ✓ gender equality and equal opportunities.

The European Commission takes these cross-cutting themes very seriously and they expect to see projects fully embracing the principles behind them.

Lead organisations must lead by example in the way they run their own operations, including procurement and the way in which personnel are equipped with the skills and training needed.

You need to develop, implement and revise an Action Plan for **each** of the themes and notify us regularly on your progress towards them.

10.2 Sustainable development

Sustainable development is about meeting the needs of the present, without compromising the ability of future generations to meet their own needs. It recognises the need to balance environmental, social and economic considerations when designing and delivering activities.

You'll need detailed policies in place to show how you will:

1. Reduce emissions to help limit climate change and adapt to its effects by:

- raising awareness of energy conservation and efficiency opportunities
- using less energy or using energy more efficiently
- utilising renewable energy sources where possible
- developing and promoting local supply chains
- educating others of the need for sustainable development.

2. Promote sustainable transport by:

- adopting a travel plan that makes full use of things like car sharing, public transport and cycling.
- exploiting information and communications technology to help reduce the need for travel.

3. Promote the efficient use of natural resources by:

- reducing waste
- ensuring resources are easily recycled
- maximising the use of reused, recycled or local sustainable materials
- increasing water conservation.

10.3 Gender equality and equal opportunities

4. Improve the quality of the local environment by:

- improving people's wellbeing by developing their natural environment
- providing education or training to promote healthier lifestyles
- increasing opportunities to access green space and biodiversity
- encouraging others to be mindful of the communities in which they are operating.

5. Minimising the risk of pollution and other environmental hazards by:

- safeguarding the health of communities and the environment
- disposing of residual waste in accordance best practice.

Your Action Plan needs to cover:

- ✓ how you identified opportunities for sustainable development in the project
- ✓ the steps you took in the design of the project to take account of these
- ✓ how you will support and train staff in sustainable development
- ✓ how you will measure, monitor and review your environmental impact and that of your partners
- ✓ the policies and procedures your organisation and partnership has, or will put in place, and how these will be monitored and reviewed.

For more information about sustainable development visit www.sd-commission.org.uk/

The need to treat everyone equally, regardless of race, sex, gender reassignment, age, religion and belief, sexual orientation, marital status, pregnancy and maternity, or disability, plays an important part in the sustainable development of local economies.

All organisations involved in delivering the projects we fund must be committed to promoting equal opportunities and non-discrimination in all areas of their work. This should be in line with current legislation, including the Equality Act 2010.

We look for the ways in which you have integrated your approach to equalities and actively promote equality in every aspect of the project, including how you ensure the involvement of disadvantaged groups in the way the project is run.

Your **Action Plan** will need to cover the following:

- ✓ how you've tried to understand the different needs and challenges of the people who will benefit from the project
- ✓ how you'll address any difficulties people may have finding out about the project
- ✓ the steps you will take to overcome the barriers faced by those hardest to reach
- ✓ the specific activities you will deliver to ensure people are not disadvantaged when it comes to accessing the project
- ✓ how you will ensure that people located in rural areas, or those experiencing rural isolation, are being able to access and continuously engage with the project
- ✓ how you've integrated your approach to equalities in how the project is managed and run
- ✓ the equalities policies and procedures your organisation and partnership has, or will put in place, and how these will be monitored and reviewed.