

CREATIVE ARTISTS' SMALL GRANTS FUND GUIDANCE NOTES

INTRODUCTION

InvestSK is South Kesteven District Council's economic and growth agency. Responsible for leading South Kesteven's ambitious economic development agenda, we work to support local businesses to grow, deliver new inward investment, boost the arts, heritage, town centre and visitor economy offers, and enhance the skills of the district's future workforce.

We're delighted to present a new grant funding programme to help creative artists and performers in South Kesteven.

The fund is designed for both individuals and groups (E.g. community groups, amateur groups, schools etc.) to enhance their skills, develop performance opportunities, invest in specialist equipment or promote their activities more effectively in the local area.

Award recipients can use their funding towards costs (E.g. tuition, equipment, travel etc.) and individual support, such as training, mentoring, workshops with professional artists, the chance to observe professionals in rehearsal and performance and a range of other developmental and progression opportunities.

ELIGIBILITY CRITERIA

Age

There is no age barrier to making an application.

Residency status

Individual applicants must have been living and studying (if applicable) in South Kesteven for the **past 3 years.**

Evidence of creative talent/potential

The panel is looking for evidence of talent and potential. This funding programme **is not aimed at beginner-level practitioners.** However, applicants are not expected to have taken top-level examinations or have extensive experience. It is appreciated that artists follow a range of paths, requiring varied levels of assistance, guidance and support at different stages of their creative development.

The application form is designed to discover the strengths of each application and more importantly, the passion for their craft.

As part of the application process you will be asked to evidence your skills and experience. This might include copies or images of work you've produced, reviews, references from tutors or professional contacts, or possibly uploading a video (if applicable, see Appendix 1).

INFORMATION TO CONSIDER BEFORE APPLYING

For applications from individuals under 18 years of age, the form should be completed by parent(s)/carer(s). A supporting school or organisation can only complete an eligibility questionnaire in cases where the parent/carer is not in a position to do so.

To download the application form visit <http://www.investsk.co.uk/creativeartists>

WHAT IS INVOLVED IN APPLYING?

Having self-assessed your eligibility, you'll be asked to:

1. Submit a short statement (max 300 words) highlighting your specific skill/creative talent and/or project and outlining what the funding requirement is for.
2. Please provide images and/or examples of the work you produce (*for performers this could be short audition video*).
3. Individual applicants should also supply recommendations from teacher(s), school or other professional referees.

The application deadline for the 2018-19 fund is 28 February 2019.

Please note:

Successful applicants must consent to take part in publicity surrounding the Awards programme. Publicity could include press releases or case studies about the applicants – along with their images - being shared with members of the press and posted on InvestSK's website and social media channels, along with images or examples of their work.

Parental/Carer/Guardian permission will be required for applicants under 18 years.

ADDITIONAL INFORMATION

When will I hear?

The adjudication process will take place from December 2018. Award offers will usually be made within four weeks of receipt of the application.

What can I apply for?

InvestSK will consider requests for assistances with:

- Tuition costs
- Purchasing or hiring of an instrument or other specialist equipment
- Fees for long-term courses such as school fees
- Travel for attending long-term courses (where the artist has a long journey)
- Purchasing consumable materials relevant to the creative discipline

- Exam entry fees
- Audition fees and associated travel costs
- Production/Exhibition costs
- Workshops for group members or members of the public
- Project set up and promotion costs

InvestSK will only help with the following items in exceptional circumstances:

- **Holiday courses:** We will only support the cost of a holiday course if it offers specific training that the individual could not otherwise access
- **Organisation membership fees:** Where the organisation offers specific training/experiences that the applicant could not otherwise access and where the organisation does not provide their own bursary scheme
- **Computer software:** We will only support the purchase of computer software when there is clear evidence that the software will support progression of the applicant
- **Foreign tours or International travel:** for masterclasses or courses

If you would like to apply for a cost not listed above, please contact our Awards Team before making an application.

InvestSK cannot help with:

- Reimbursements for items already purchased
- Settling the balance on items paid for on credit
- Academic school fees

Please note: Academic school fees refers to general provision for under 16's - exceptions being schools or conservatoires offering specific specialist training as part of the curriculum.

- Computer hardware

In addition, InvestSK will not fund the following items:

- Projects or events which are for private gain.
- Events primarily intended to pass on surplus income to other organisations, (E.g. charity concerts)
- Salaries, project officer or other employee costs, rents, statutory training etc.
- Regular events (unless they have a significantly new and different aspect)

- General appeals, or
- Activities of a primarily political or religious in nature (except where the skills are transferable E.g. music), including improvements to the fabric of church buildings (non-religious community activities held within a place of worship may be eligible).*
Contingency funds, income deficits, bridging loans or security against a loan

**Please note - funding might be available from InvestSK's Heritage Alive Grant Fund.
For details. visit <https://heritagealive.co.uk/grants-fund/>*

- Projects or events which already receive South Kesteven District Council funding will be subject to further scrutiny and assessment, depending on the nature and/or level of the award

If you have any other specific questions about applying for an Award please contact InvestSK's Head of Arts, Michael Cross - michael.cross@investsk.co.uk

APPENDIX 1

VIDEO GUIDANCE NOTES

- A video submission should be a **maximum** of 3 minutes in length.
- It should ideally show you in performance - either as a solo piece or performing as part of an ensemble/group (but **only** if your part/contribution can be clearly demonstrated).
- Your video can be filmed on a mobile phone, camera, tablet or any other device. You will not be judged on the quality of the video production, it is just important that you can be clearly seen and heard.

APPENDIX 2

FAQS

What is the Awards programme?

InvestSK believes that talented creative people deserve the chance to progress their skills. The Creative Artists' Small Grants Fund provides support to dedicated and committed local individuals able to demonstrate proficiency and a genuine desire to further develop their skills.

What are the benefits of being an Award recipient?

As well as providing financial assistance, InvestSK aims to support Award recipients by providing guidance and access to a range of mentoring and performance opportunities throughout the Award year. Successful Award recipients will also benefit from inclusion in local press and marketing campaigns, raising the profile of the artist/group to a wider audience.

When can I apply?

We are currently accepting applications for the 2018-19 Awards programme. Applications must be received no later than **28 February 2019**. Potential applicants should be aware that the 2018-19 fund will not be replenished within this financial year. Once the current fund has been fully allocated, no further awards will be made in 2018-19.

Am I eligible to apply?

Please see our [Eligibility Criteria](#) for full details. Individuals submitting an application, but not fulfilling the eligibility status criteria, will not be considered.

I have previously applied, am I allowed to apply again?

Provided that you meet the [Eligibility Criteria](#) you can apply multiple times each year, regardless of whether previous applications have been successful or unsuccessful.

How much can I apply for?

You can apply for amounts up to £1,500 in any given financial year.

Can I ask for help with more than one cost?

Yes, provided the total you ask us for is no more than £1,500. We will ask you to list these items in order of priority.

Can I apply for help with higher education fees?

InvestSK can assist with course fees for higher education - subject to satisfying the panel of the suitability of the course. However, it cannot be guaranteed that funding will be given for more than one year. Applicants will also need to demonstrate a willingness (and ability) to self-fund ongoing attendance.

Can I apply for more than one of my children?

Yes, provided each child meets the eligibility criteria.

Can I complete one application to cover more than one child?

No you will need to complete a separate application for each child.

I am not the applicant's parent or carer but I would like to make an application on their behalf, can I?

Ideally an application should be completed by the parent(s)/carer(s) of the artist. InvestSK recognises that in some situations it is not feasible for parents to support their child in applying for an Award. Therefore training providers and other agencies may apply on behalf of an individual if they have made their own assessment that the individual demonstrates financial need. InvestSK will require the applicant (or parents/carers of the applicant) to provide evidence of their financial situation should a conditional Award offer be made in this financial year.

I am a performer, will I need to audition?

You may be asked to attend an audition. Auditions will take place within South Kesteven (E.g. Grantham, Stamford, Bourne or The Deepings). InvestSK will NOT support the financial costs involved in attending the audition in this instance.

If I am successful, how will you pay me my Award?

Other than in exceptional circumstances Awards are not made directly to individuals. We pay Awards through third parties. Examples include:

- Lesson costs: InvestSK will pay your teacher
- School fees: InvestSK will pay the institution
- Purchasing equipment: InvestSK will pay the retailer or person selling the equipment (subject to relevant purchasing rules and procedures).

If I am successful when can I claim my Award?

Award recipients will usually be announced within four weeks of the application. Payment will be made in accordance with InvestSK's Purchasing Procedures.