Shropshire Council Emergency Arts Funding for Arts Organisations, Venues and Festivals 2020

GRANT GUIDELINES and CRITERIA

DEADLINE: <u>12 noon Tuesday 5th May 2020,</u> with decisions during week of Monday 18th May

<u>INTRODUCTION</u>
Shropshire Council is committed to arts and culture and understand the huge difference investment in the sector makes.

In response to the current crisis, Shropshire Council is providing emergency grant funding for arts organisations, venues and festivals in the county.

The aim of the funding is to support arts organisations over the next 6 months, to develop and deliver digital and online programmes of work and continue to engage with user groups, communities, participants and audiences in a virtual way.

The funding will help ensure all sections of the community still have opportunities to experience high quality arts activity.

This funding is in addition to the Arts Grants funding which was launched in March 2020. Eligible organisations will be able to apply for both pots of funding.

Professional Arts Organisations, Festivals and Venues are invited to apply for <u>one grant</u> of £1,000.

This funding is intended to provide financial support for professional arts organisations / festivals who regularly deliver high quality programmes of work directly benefitting artists, participants, audiences and who contribute to Shropshire Council's priorities, who's programmes have been impacted by the Coronavirus.

Through the grants Shropshire Council want to support a broad range of exemplar, exciting and inclusive activity, which is happening through online and digital platforms.

The work should be developed with the aspiration that it will offer all sections of the community new experiences where possible and ensure equality of access, enabling everyone to get involved in the arts regardless of circumstance.

Programmes of work will need to meet the criteria below and be delivered by the arts sector in Shropshire (unitary area) during late May to November 2020.

<u>CRITERIA</u>
<u>General Criteria</u>
Arts Organisations / Festivals should aim to offer what the Council considers to:
- be a high-quality arts experience
- ensure open access for all where possible (we understand not everyone has the technology or inclination to connect online or digitally)
- support the local arts economy
- promote social inclusion across a range of protected characteristic groups

<u>Specific Criteria</u>

Programmes of work will need to meet the following specific criteria:

1. <u>Digital / Online Programmes of Work</u>

Applicants need to be delivering arts activity using digital and online platforms during late May to November 2020. The work can include; workshops, performances, film, animation, digitising collections, virtual tours, exhibitions, talks, interpretation, training, mentoring and sharing resources etc. Both new and existing work can be included.

Priority will be given to programmes of work which:
- provide a vibrant and diverse arts offer
- have a potential for wide benefit
- provide opportunities for vulnerable groups

2. <u>Support the Local Economy</u>

The programme of work should provide employment opportunities for professional artists and support the local arts and wider economy.

Priority will be given to programmes of work which:
- employ local professional artists, local educators and practitioners
- procure services from local businesses such as design and technical support
- provide opportunities for artists to sell and raise the profile of their work

3. <u>Development and Sustainability of the Organisation</u>

The grant should allow organisations to carry on providing a level of service and support their future development and sustainability.

Priority will be given to programmes of work which are:
- what Shropshire Council consider to be viable
- linked to and reflect the organisations/festivals business plan and other strategic documents
- providing opportunities for new work to be developed

4. <u>Accessibility</u>

The programme of work should where possible be accessible to all, inclusive and support social inclusion. We understand that not everyone has the technology or inclination to engage with online and digital activity.

Priority will be given to programmes of work which:
- engage people from a range of protected characteristic groups *(please see list in Appendix, page 4)*

5. <u>Finance</u>

The organisation should be what Shropshire Council would regard as financially viable and attracting other emergency funding.

6. <u>COVID-19 Guidelines</u>

Organisations should follow Government Guidelines on COVID-19 when delivering any activity as part of this grant. For updates and guidelines on Coronavirus visit the national pages at nhs.co.uk/coronavirus and gov.uk/coronavirus

<u>Who can apply</u>
Eligible organisations and festivals must be properly constituted and include:
- Limited Companies registered at Companies House (including individuals trading as a limited company)
- Community Interest Companies (CIC) registered with the CIC regulator
- Charities or Trusts registered with the Charity Commission
- Limited Liability Partnerships registered at Companies House
- Partnerships established under a Deed of Partnership
- Industrial and provident societies or community benefit societies subject to regulation by the Financial Conduct Authority

- Royal Charter companies
- Statutory Bodies

Who can't apply
You cannot apply if:
- You do not have a registered address within Shropshire (Unitary Area)
- You are a Town or Parish Council
- You are an individual, unless you apply as a director of your own company. We will not accept proposals from people applying in a purely personal capacity
- You are applying for funding for activities that do not mainly benefit artists, participants or audiences in Shropshire (unitary area)
- You are applying for activities that are not related to the arts

GRANT PROCESS:

How much you can apply for
- **£1,000**

When you can apply
The deadline for proposals is **12 noon Tuesday 5th May**

Application
See separate Application Form

Advice
Information and advice is available from the Shropshire Council Arts Development Officer. Email alexa.pugh@shropshire.gov.uk.

Assessment
Eligibility check – Upon receipt of the completed application, the proposal will be compared with the established General Criteria. If deemed ineligible or incomplete the applicant will be informed and the bid WILL NOT be put forward for assessment.

Grant Decision
Your application will be assessed by Shropshire Council Arts Development Officer (Alexa Pugh) and Shropshire Museums Manager (Fay Bailey). Recommendations will be made to Culture and Heritage Manager (Clare Featherstone) and Portfolio Holder for Culture and Leisure (Cllr Lezley Picton), who will make the final decisions.

Shropshire Council's dispute resolution process will apply.

Applicants will be notified of the decision on their proposal by mid May 2020
If a grant has been awarded an offer letter with a grant acceptance form, including terms and conditions, will be sent out. This needs to be signed and returned before any money will be released or contract issued.

Conditions of Commission
If you are offered a grant:
- The funding must be used for the purposes detailed in the offer letter
- The organisation must adhere to the terms and conditions outlined in the contract
- The financial assistance offered by Shropshire Council must be acknowledged in any publicity material
- The organisation must complete a report upon completion on the programme outcomes. The template for this report will be provided with the contract
- Activities funded should not be started before the contract is agreed

Scoring
Your application will be scored using the following scoring structure. These are based on the Grant Criteria and additional questions within the Application Form.

Scoring Structure
Met – outstanding: the application meets the criteria and shows outstanding qualities. **Score = 4**   **Met – strong**: the application meets the criteria and shows strong qualities. **Score = 3**   **Met** - the application meets the criteria. **Score = 2**   **Potential –** the application does not meet the criteria but shows potential to do so. **Score = 1**   **Not Met –** the application does not meet the criteria. **Score = 0**
Recommendations: **To Fund:** If an application is judged as met-strong, or met-outstanding against all the assessment criteria, we will recommend that it is funded. **To Reject:** If an application is assessed as met, having potential or not met, we will not recommend it is funded.
1. Quality: Does the programme provide a high quality arts experience? (*All Criteria. Answer reflected in all questions, but in particular Question 11*)   - How strong does the artistic programme appear to be? Does the programme provide a vibrant and diverse arts offer?   - Does the applicant demonstrate they are exploring, working with new art forms and varied digital / online platforms?   - Does the programme feature opportunities for vulnerable groups to engage in high quality arts activity?   - Does the programme have a wide benefit?
2. Economy: Does the programme support the local arts economy? (*Criteria 2. Answer reflected in Q 11*)   - Are there opportunities for local artists, educators, practitioners etc to take part in the activity?   - What effect is the work likely to have on the wider economy – procurement of services?
3. Organisational Sustainability: What difference would a grant make to the organisation? Does the programme support the organisations development and sustainability? (*Criteria 3. Answer reflected in Q 15*)   - Does the grant support the organisation to deliver a programme of activity?   - Does the programme link to / reflect the organisations/festivals business plan and other strategic documents?   - Does the programme provide an opportunity for new work to be developed?
4. Audiences & Access: Does the programme improve access to arts activity for people in Shropshire? (*Criteria 1 and 4. Answer reflected in Q 12,13,14 & 16*)   - Does the programme have wide appeal?   - Does the programme set out to provide activity for vulnerable groups?   - Have access, diversity and inclusion been considered – disability, cost, timings etc?   - Does the applicant show that they understand the needs of the people the programme is intended for?
5. Finance: Is the organisation financially viable and programme being supported by other emergency funding? (*Answer reflected in Q 17*)   Is the organisation what Shropshire Council would regard as financially viable and attracting other emergency funding?

Appendix
Protected Characteristic Groups:

Age	Disability (mental health conditions and syndromes including autism; physical disabilities or impairments; learning disabilities; Multiple Sclerosis; cancer; HIV)	Gender re-assignment	Marriage and Civil Partnership	Pregnancy and Maternity
Race	Religion and Belief	Sex (male/female)	Sexual Orientation	Other: Social Inclusion

				(households in poverty; refugees and asylum seekers; rural communities; people for whom there are safeguarding concerns; people considered to be vulnerable)
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