
Culture Service - Flexible Fund 2020/21 - Diversity & Inclusion Fund Application Form

Overview

DIVERSITY & INCLUSION FUND (Promoting BAME (Black, Asian and Minority Ethnic) representation in Edinburgh's arts and culture sector)

The City of Edinburgh Council has allocated resources to establish two cultural project funding opportunities beginning in February 2020 for projects developed in financial year 2020/21 - Diversity & Inclusion Fund (February 2020) and Arts & Health Fund (May 2020).

This funding has been allocated as a result of the city's Culture Plan to deliver wider access to Council cultural funding opportunities and continues the Council's core role in ensuring Edinburgh is a city of creative opportunities. Our cultural activity and offer continues to be a crucial contribution to the city's success as an exceptional place to live and work.

As stated in the Action Plan agreed at the Culture and Communities Committee Meeting on 18 June 2019, the City of Edinburgh Council committed to promoting *stronger collaboration, developing new partnerships and creating new funding streams* for the culture sector in Edinburgh.

Reflecting recommendations of the Desire Lines Report, the Flexible Fund aims to 'invest in artists' development, and support and sustain the local artistic community' as well as 'support greater partnership working across the arts and culture sector enabling it to flourish year-round.'

In the light of the Creative Scotland's recognition of 'a major gap in BAME-led arts in Scotland', the City of Edinburgh Council identified ethnicity as one of protected characteristics that lead to disadvantage across all service areas, arts and culture being no exception.

In line with the findings and recommendations of the City of Edinburgh Council Equality, Diversity and Rights Framework 2017-21: Interim Progress Report, 2017- 2019', the Diversity & Inclusion Fund has been developed to 'advance equality of opportunity

between people who share a protected characteristic,' (in that context ethnicity other than Scottish/British White).

Finally, in response to feedback from Black, Asian and Minority Ethnic artists and creatives based in Edinburgh which has highlighted a lack of diversity and representation in mainstream programming and cultural offering, this fund seeks to make inroads into addressing underrepresentation of Black, Asian and Minority Ethnic artists and creatives in our city.

Who can apply?

- Projects involving Edinburgh-based artists and practitioners and taking place within the City of Edinburgh boundary, with Edinburgh-based partners.
- Partnership working is a City and Culture Plan funding priority therefore applicants will be expected to place an emphasis on this in any submission. This can be both in cash and/or in kind.
- A charitable/not for profit status organisation must be the lead project partner to allow the release of any potential grant award.
- A CEC revenue funded Strategic Partner organisation or Grouping cannot lead on an application or directly receive project grant funding. They can, however be involved as a partner in any application. For example, a venue may act as host or a company provide in-kind support. A list of CEC Strategic Partner organisations and Groupings can be found in the Related Documents section.
- Only one application per organisation can be considered.
- Please note that the same project cannot be considered for both funds (ie Diversity & Inclusion Fund and the Arts & Health Fund).

The **Culture Plan** <<https://democracy.edinburgh.gov.uk/CeListDocuments.aspx?Committeeld=272&MeetingId=1335&DF=30%2f11%2f2015&Ver=2>> vision is that “city partners work together to keep culture and creativity at the heart of Edinburgh’s success”. Further information on the vision can be accessed through the **Council’s Business Plan** <<https://www.edinburgh.gov.uk/council-planning-framework/council-business-plan-2017-2022>> .

Purpose

Grants will be awarded to projects that promote greater collaboration between minority ethnic artists/practitioners and Edinburgh-based cultural organisations. Projects should reach, involve, benefit and engage BAME artists/creative practitioners and cultural organisations based in Edinburgh.

The fund is intended to support projects and activities, including professional development, production development and cultural events, that utilise one or multiple art forms, such as visual and performing arts (music, dance, spoken word and theatre), film, digital arts, literature and poetry, to promote greater collaboration between BAME artists and creatives and cultural organisations in Edinburgh.

Funds Available

A total budget of £100,000 is available offering 6 grant awards of up to £5,000, 3 grant awards of up to £10,000 and 2 grant awards of up to £20,000 for projects developed in financial year 2020/21.

Applicants should apply for the exact amount needed for their project and will not automatically be awarded the maximum available and the awards panel reserves the right to offer an amount different to that requested.

Please read the application guidelines before completing the form.

Funding application submission deadline: Friday 3 April 2020 (23:59 GMT). Late applications will not be accepted.

NB: Successful applicants receiving £10,000 and over will be subject to having their grant split into two payment - (70% on receipt of signed funding agreement paperwork and 30% following the submission and approval of an update report on completion of project). You will be advised w/b 27 April if your application has been successful or not by email. Payments to successful applicants are envisaged to be made within 6-8 weeks from the date of notification of grant award.

Criteria

Applications will be assessed against the following criteria:

- an imaginative and/or experimental creative concept;
- confirmed partnerships and quality of project management;
- practical involvement of BAME artists and creative practitioners **and/or** genuine engagement of the city's (BAME) communities.

Priorities

1. Demonstrable BAME artist/practitioner and/or community involvement;
2. Creative concept; and
3. Partnership working - a City and Culture Plan funding priority.

For more information regarding this fund and exclusions can be found in the Guidance Notes.

Before starting this application, please download a blank PDF application form for your preview. Please also download the Application Guidelines, the Council's Standard Conditions of Grant, Part B of the Application Form (Budget) spreadsheet and the Equal Oppoportunities Monitoring Form. Links to the Council's Culture Plan, Business Plan and Privacy Notice are also available below in the Related section.

INTRODUCTION

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PRINCIPAL ORGANISATION AND LEAD ARTIST CONTACT DETAILS

1 Contact Details:

Organisation Name (Required)

Contact Address and Postcode (Required)

Contact Name and Position (Required)

Phone Number (Required)

Contact Email (Required)

Organisation's website address (Required)

Overview of Organisation (including main aims and objectives) - Maximum of 350 words (Required)

Please confirm your organisation is formally constituted (please note that we can only accept applications from constituted organisations) (Required)

Charity/Organisation Registration Number (Required)

Lead Artist's Name and Contact Details (Required)

Lead Artist's Profile/Background (please include links to previous projects/work delivered, if possible) (Required)

YOUR APPLICATION

2 Project Title and Description (as it will appear in any publicity):

Maximum of 25 words (Required)

3 Project Dates:

Start and Finishing Dates (Required)

4 Activity Location:

List all locations and postcodes, where known (Required)

5 Partners:

Please indicate each Partner involved with this project (Required)

6 Project Management:

Please give an indication of the management structure for the project (maximum of 200 words) (Required)

7 Project Description/Overview:

Please describe the project you are seeking funding for. Refer to the Guidelines for support to complete this section and limit answers to 150 words (Required)

8 Project Rationale:

Describe the thinking behind the project (maximum of 150 words) (Required)

9 Project Impact:

Tell us how this project demonstrates local and/or citywide importance (maximum of 150 words) (Required)

10 Project Reach and Engagement Level:

Tell us how this project will extend the reach of arts and cultural engagement in the city and help overcome barriers to accessing it (maximum of 150 words) (Required)

11 Partnership Working:

Tell us how this project will improve or develop partnership working (as described in the guidelines) (maximum of 150 words) (Required)

12 Project Beneficiaries:

Who will benefit from your proposal? Please include direct and indirect beneficiaries (eg: partners, community, participants) (maximum of 150 words) (Required)

13 Funding:

What difference will this funding make to your project? (maximum of 150 words) (Required)

14 Council Funding

Are you currently in receipt of any other Council funding for this project? If so, please include the amount received and specify from which Council service. (Required)

15 Policies and Procedures: If your project involves working with children or vulnerable adults at risk, you must have relevant policies and procedures in place to prevent abuse and respond to actual or suspected abuse, neglect or exploitation. (Please see guidance notes - Section 6 for details). Please tick the boxes below as appropriate.

(Required)

Please select all that apply

Child Protection policy and procedure

Adult Protection policy and procedure Not applicable

BUDGET

Please download Part B of the Application Form relating to your budget information which is located in the Related section at the bottom of the Overview. Failure to provide this information when completing your online application will result in it being rejected.

Please also ensure that you provide your email address in the "Almost Done" section to ensure you are provided with a PDF version of your completed application form for signatures.

16 Total amount requested from Flexible Fund:

£ (Required)

17 I confirm that I have downloaded and completed Part B of the Application Form (Budget) spreadsheet (available at the bottom of the Overview page) and will submit this along with a signed, scanned copy of the completed application form via email.

Yes (Required)

DECLARATION

All applications must be confirmed by two people who are recognised as representatives of your organisation. One of these people must be a board/management committee member.

Please be aware that on completion of this application form and budget spreadsheet you are also authorising the Council to retain all data submitted within it for its use (eg inclusion on the Council's internal central Grants Register).

18 You are being asked to declare that:

(Required)

Please select all that apply

(a) you have read and will comply with all Council funding conditions; and

(b) to the best of your knowledge the information contained in this application, and any accompanying documents, is accurate.

19 Principal Contact:

Name (Required)

Position (Required)

e-Signature (Required)

Handwritten Signature

20 Secondary Contact:

Name (Required)

Position (Required)

Email (Required)

Phone No (Required)

e-Signature (Required)

Handwritten Signature