

## FLEXIBLE FUND: DIVERSITY & INCLUSION FAQ

### ELIGIBILITY

#### 1. Can an artist / creative practitioner apply on their own?

No. The project activities should be developed and delivered in partnership with a constituted charitable/not-for-profit organisation. The lead artist needs to be directly involved in developing a project proposal in partnership with a partner organisation.

#### 2. Can artists based outwith Edinburgh or a company registered elsewhere in Scotland be involved in the project development and delivery?

Yes, as long as the project is developed and delivered in partnership with Edinburgh-based artists and organisations. Project proposals need to primarily and directly benefit those based in Edinburgh.

#### 3. How experienced do artists/creatives need to be to be considered?

We are looking for partnership applications that engage artists and creatives at any stage of their career who adapt any art form to express themselves and/or share their ideas and cultures. There is no specific age/experience/track record requirement.

#### 4. What organisations are eligible to apply?

We prioritise Edinburgh-based organisations. However, if a project is developed by an organisation or artist based outwith Edinburgh but primarily and directly involves and benefits Edinburgh-based artists, practitioners and/or communities it will be considered. We are looking for applications from constituted organisations, including ethnically diverse/non-ethnically diverse organisations/centres, arts and culture organisations/centres, community organisations/centres etc. Any charitable/not-for-profit entity, including charities, SCIOs, CICs, constituted community group/collective is eligible to apply. CEC Strategic Partner organisations can be part of the partnership but cannot be the lead applicant if they receive more than £50k from the Council on an annual basis.

The list of the City of Edinburgh Council Culture Service Strategic Partners 2020/23 can be found at <https://bit.ly/2TIYi8i>. Any individuals or organisations in receipt of other CEC funding (eg: VACMA: Edinburgh or Culture Project Fund) are eligible to apply as lead applicants.

#### 5. Can newly established organisations apply?

Yes. They will need to submit a copy of their constitution and a bank statement if no accounts are available yet.

#### 6. We are an established annual event, can we apply?

Yes, as long as the project proposal encourages new development and partnership working.

#### 7. Can the fund support collaboration between an ethnically diverse artist / creative and a Scottish / British White artist / creative?

Yes, as long as the project is submitted by a constituted organisation. We do encourage greater artistic and creative collaboration between Edinburgh-based practitioners.

#### 8. Does the fund support new or existing partnerships / projects?

The fund can support both new and existing partnerships between ethnically diverse artists/creatives and organisations. The resource can be allocated towards a brand new idea or a next stage of a project development.

#### 9. Can you give examples of partnerships?

Each project should include at least two partners, one of them being an ethnically diverse artist/creative and another - a constituted organisation. There can be as many partners and groups involved in the partnership as required.

Examples of partnership models can be found below. Please note this is merely an indication of how partnerships can be formed.

*An ethnically diverse music collective working with an ethnically diverse-led organisation on writing, recording and performing music.*

*An ethnically diverse theatre practitioner focusing on their professional development working with a theatre company (lead applicant) and one of the CEC Strategic Partners Theatre Grouping members.*

*An ethnically diverse filmmaker developing a script and filming stories of an ethnically diverse organisation and its members.*

*An ethnically diverse visual artist working with a community arts centre and a designer to develop and exhibit work as part of a major festival programme.*

**10. Does the project need to have an audience engagement element to it?**

No. Artistic and creative project at different stages of development will be considered.

**11. Does the work need to be developed in the English language?**

No. We do encourage any medium to be used to better share the ethnically diverse artist(s) / creative(s) experiences and ideas.

**12. When should the project timeline start and finish?**

The activities should commence and develop between March and December 2022. Should project exhibition / performance / other benefits take place as a result of the project in future years, this can be considered.

**13. Can you apply for both Diversity & Inclusion and the Creative Practitioners-Artists Programmes Fund offered as part of the Flexible Fund?**

Yes. One organisation can apply for both funds as long as the projects are different.

**14. Is engagement of community practice considered as multi-disciplinary / multi artform?**

Yes, as long as the community arts practitioner introduce a new approach to engagement and presenting the art form. With this fund, we aim to encourage all applicants to work in collaboration with one another to share knowledge and experience.

**15. Are online projects eligible?**

Yes. Applicants are invited to outline projects offering different levels and methods of engagement that best suit their practice and the project delivery.

**16. Does the project delivery need to include public / community engagement?**

No. The project can entirely focus on the artistic / creative development. If public engagement is what the applicant intended, it is advised to specify what audiences / participants the applicant would like to engage by providing information surrounding expected numbers of audiences / participants, demographics, and previous experience of engaging a particular target group.

**17. Can one artist / organisation apply for two different projects?**

Yes, as long as the project proposals present two different ideas and engage different artists / organisations. The same artist can collaborate as the lead artist in one project proposal and supporting artist in another.

**18. Is there an expected ratio of ethnically creative artists to Scottish / British White artists?**

No. It is the ethnically diverse lead artist's decision to engage other participating and supporting artists in the project delivery.

**19. Do I have to be specific in listing dates at this early stage of the project?**

No, unless relevant to the project delivery (aligned with other events / festivals). The project outline should indicate a timeline for the project delivery.

## 20. Are disabled artists eligible for the fund?

Yes, as long as the lead artist is of an ethnically diverse background as the purpose of the fund is to increase visibility and representation of diverse creative community and diverse narratives.

## BUDGET

### 21. What activities will be funded?

The project should develop clear artistic and/or professional development outcomes. Any artistic/creative activity, including professional development, curating, programming, production, development, performance, exhibition, and/or cultural/community events can be funded through the Flexible Fund. Only direct project costs relating to delivering those activities are eligible for funding. The costs can include fees, production, marketing, space/equipment hire etc. The costs not eligible for funding are permanent posts, press events and launches, equipment purchase, capital projects, projects which primarily take place outside Edinburgh. Travel and accommodation can be considered in exceptional circumstances.

### 22. What rates should be used for artists' involvement in the project?

Please find links to industry rates as recommended industry bodies listed below. Please note that all project facilitators, artists, creatives, managers involved in the project delivery are expected to be remunerated as per industry rates. Only in special circumstances when project partners declare that they do not require to be paid for their work and their contribution towards the project delivery is in-kind they can be involved on a no-fee basis.

BECTU:

<https://bectu.org.uk/get-involved/ratecards/>

ITC:

<https://www.itc-arts.org/rates-of-pay>

UK Theatre / Equity Commercial Theatre Rates:

<https://uktheatre.org/EasySiteWeb/GatewayLink.aspx?allId=2472182>

UK Theatre/ Equity Rates for Subsidised Managers (in receipt of public funding):

<https://uktheatre.org/EasySiteWeb/GatewayLink.aspx?allId=2472181>

UK Theatre/Musicians Union:

<https://uktheatre.org/EasySiteWeb/GatewayLink.aspx?allId=2307504>

UK Theatre / Writers Guild:

<https://uktheatre.org/EasySiteWeb/GatewayLink.aspx?allId=2173338>

SSP: <http://www.scottishsocietyofplaywrights.co.uk/commission-rates.html>

UK Theatre/ BECTU/Equity Choreographers:

<https://uktheatre.org/EasySiteWeb/GatewayLink.aspx?allId=488668>

UK Theatre/ BECTU/ Equity Designers:

Resident Designers: <https://uktheatre.org/EasySiteWeb/GatewayLink.aspx?allId=488666>

Set and Costume Designers:

<https://uktheatre.org/EasySiteWeb/GatewayLink.aspx?allId=488670>

Lighting Designers: <https://uktheatre.org/EasySiteWeb/GatewayLink.aspx?allId=488669>

UK Theatre/ BECTU/ Equity Directors:

<https://uktheatre.org/EasySiteWeb/GatewayLink.aspx?allId=488667>

Visual Artists:

<http://www.payingartists.org.uk/wp-content/uploads/2017/06/Paying-Artists-Exhibition-Payment-Guide.pdf>

<https://www.a-n.co.uk/news/>

Musicians:

<https://www.musiciansunion.org.uk/>

Authors:

[The Society of Authors](#)

### 23. Can estimated costs be included for expense that will only be known once the work is completed?

Yes. Researching estimate costs / rates as well as including a cost contingency (at a minimum of 5% of direct project costs) is advised.

## ASSESSMENT PROCESS

### 24. Will applications submitted via the online form (The Consultation Hub) only be considered?

No. Only applications submitted via the Consultation Hub will be considered.

**25. Who will assess the submitted applications?**

Applications will be considered by members of the awards panel, comprising specialist independent advisors. All specialist independent advisors are of ethnically diverse backgrounds.

**26. If some projects receive less funding than they applied for, will any funding remaining be put towards more projects funded?**

Yes. This will depend on the number and quality of applications received. Successful projects will not automatically be awarded the maximum available and the awards panel reserves the right to offer an amount different to that requested. The aim, however, is to ensure that the allocated resources are used for the benefit of the ethnically diverse arts and culture. Applicants should apply for the exact amount needed for their project.

**REPORTING****27. How do successful projects report on the project delivery?**

Each lead artist and lead applicant will be required to submit individual reports summarising their experience of the project development and implementation. Each will be asked to reflect on the impact the project has had on their own growth and development as an individual or organisation, their involvement in Edinburgh's arts and culture industry as a result of participating in the project development and delivery, the experience of working in partnership as well as the difference the fund has made. The lead applicant will also need to report on the budget expenses by submitting a final expenses summary report. If the project included working with communities and/or audiences, activities feedback forms will be used to monitor attendance. Both quantitative information and qualitative feedback is expected to be collected. Example activity monitoring forms will be sent to all successful projects.