# North Ayrshire Place Partnership Microgrant

## Application Form

Please ensure that you have read the Guidelines carefully before completing the Application Form.

Name: ……………………………………………………………………………

Address: ……………………………………………………………………………

Postcode: ……………………………………………………………………………

Contact Tel No(s): ……………………………………………………………………………

E-mail: ……………………………………………………………………………

Website: ……………………………………………………………………………

**How did you find out about this Micro Grant?**

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### **Activity Summary**

Please summarise, in 50-100 words, the activity for which you are seeking funding:

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|  |

**Activity start date:** …………………………………

**Activity End date:** ………………………………….

### **Amount of funding requested: £**

1. **About your Activity**

|  |  |  |  |
| --- | --- | --- | --- |
| **What is the principal focus of your application?** | | | |
| Research |  | Professional Development |  |
| Development of new work |  | Equipment |  |
| Residency |  | Other (please state below) |  |

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| --- | --- | --- | --- |
| **Artform** Maximum of 2 only. If more than 2 select **Multi-arts** | | | |
| Visual Art |  | Music |  |
| Craft |  | Literature |  |
| Theatre |  | Screen |  |
| Dance |  | Multi-arts |  |
| Other (please state below) |  |  |  |

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### **Examples of previous work**

Please provide 2 examples of previous work, you can describe them briefly below (no more than 300 words) and attach any relevant documents in the supporting material.

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### **Activity for which you are seeking support**

In no more than 500 words, describe in detail the activity for which you are seeking support. Please be clear and concise, and include the following:

* A description of your activity and any outcomes or key stages
* An explanation of how it will benefit your creative development;
* The impact of Covid-19 on your practice and opportunities
* If you do not live in North Ayrshire, please explain why supporting your activity will benefit North Ayrshire (eg. work will be undertaken from your studio space in North Ayrshire).

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The North Ayrshire Place Partnership will prioritise the following criteria:

* Support artists to sustain their practice following the impact of Covid-19
* Support small scale projects to test out ideas and foster new relationships within the community
* Support professional development for creative practitioners

### **Please describe which of the Place Partnership criteria your project meets and how?** (no more than 300 words)

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### **Residency in North Ayrshire**

Please tell us how long you have been resident or working in North Ayrshire Council’s boundary.

Resident in North Ayrshire ……………… years

If you are not a resident and work in North Ayrshire how long have you worked in North Ayrshire:

### **Budget**

Please provide a budget breakdown for your activity, detailing the total sum requested, your own financial contribution and any other sources of funding. Please indicate if these are cash or in-kind contributions and ensure in-kind is accounted for in both income and expenditure. If the cost exceeds £1,000, please include other sources of income and funding, showing which have been confirmed at time of application.

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| --- | --- | --- |
| **Expenditure** - Breakdown of Estimated Activity Costs | | |
| Item | £ | Cash or  in-kind |
|  |  |  |
|  |  |  |
|  |  |  |
|  |  |  |
|  |  |  |
|  |  |  |
| Total Expenditure |  |  |

|  |  |  |
| --- | --- | --- |
| **Income** | | |
| Item | £ | Status (confirmed or pending) |
| Micro Grant request (maximum £1000): |  |  |
| Other sources of income (if applicable): |  |  |
| Total Income (this figure should equal total expenditure figure) |  |  |

You may include fees to support your own work and those of any artists or collaborators in this application. Guidance on rates of pay and industry standards can be found here: [2020 Rates of Pay - Scottish Artists Union](https://www.artistsunion.scot/pay_rates_2020)

I hereby confirm that the information in this application is true and correct and I acknowledge that it is my responsibility to inform the North Ayrshire Place Partnership immediately of any changes that could affect the interpretation or context of the application.

I confirm I have read and understood the guidelines for this scheme.

Signature

………………………………………………………………………………………………………………………..

Date

………………………………………………………………………………………………………………………..

## **Supporting Material**

## **Name:** …………………………………………………………………………………………………………………….

Please enter details of materials submitted in support of your application eg: supporting examples of previous work; website link; letters of support or CVs. We will accept no more than **six** items of supporting material.

Please ensure the total email file size does not exceed 20mb.

|  |  |  |  |
| --- | --- | --- | --- |
|  | Title | Description | Format supplied (eg jpeg, weblink, mp3, paper) |
| 1 |  |  |  |
| 2 |  |  |  |
| 3 |  |  |  |
| 4 |  |  |  |
| 5 |  |  |  |
| 6 |  |  |  |

Our preferred formats for supporting materials are:

* Audio/Video - your audio and video should be made available online and links shared with us for consideration. There are a number of ways that you can share such materials and the following are provided as examples only. Please ensure you read and accept the terms and conditions of any online service that you use before sharing your materials with us. In many cases you can make materials private and limited to a specific, hidden web link. You can then share that link with us via email – this may be useful if you do not wish the materials to be openly available.
* Audio: SoundCloud allows you to upload audio files which can be Public or Private – go to the Soundcloud website
* Video: Video files can be shared via YouTube or Vimeo. To adjust the privacy settings of each video, go to the Vimeo website and the YouTube website.
* Photographic Material - any photos in support of your proposal should be clearly titled and dated. Photos can be uploaded to a service such as Flickr or Instagram [Flickr](https://www.flickr.com/) or [Instagram](https://instagram.com/). You can also attach your images to your application and email them into the appropriate email address for the fund. The total file size should be no bigger than 20MB.

Privacy Statement

Data Protection: North Ayrshire Council gathers and processes information about you so that services, including this form, can be delivered effectively and efficiently. We will only ask for the minimum information necessary and process this in line with the provisions of the Data Protection Act (2018). A copy of our privacy Policy Statement is available on request or can be viewed on our website at <https://www.northayrshire.gov.uk/privacy-policy.aspx>

We will share information on your application form with North Ayrshire Place Partnership groups for the purpose of assessment. Should your application be successful we will issue a finance form to complete to allow payment of any successful awards. We keep your application for 12 months for evaluation purposes and financial information for 5 years as per North Ayrshire Council’s Policy regarding following the public pound. By consenting below, you are agreeing to your information being gathered and processed as above:

**CONSENT:**

|  |  |
| --- | --- |
| 🞏 | I consent to my information being used as described in this privacy statement |
| 🞏 | I consent to my information being used by the North Ayrshire Place Partnership to update me on other programmes and opportunities that it reasonably may be of interest to me |
| 🞏 | I confirm that the information provided in this form is correct |

**Signature:**

…………………………………………………………………………………………………………………….….

**Print Name:**

…………………………………………………………………………………………………………………….….

**Date:**

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