



## **Gosport Creative Grants 2021-22**

### **Application Guidance**

#### **What can Creative Grants fund?**

Creative Grants are for projects rather than funding to contribute to the general work of a group or organisation, or artistic practice. Projects are stand-alone pieces of work that have a defined aim, outcome and completion date. For example, this could include an event, a piece of art, a performance or a publication.

Your project must take place in Gosport and also meet the following criteria:

- Have a public outcome, with the community able to be involved either in the development of the project or the enjoyment of the end outcome
- Have arts, culture or heritage as a key part of the project
- Be completed by 30 June 2022

#### **Who can apply?**

We welcome applications from registered charities, Community Interest Companies, voluntary and community groups which are constituted and have bank accounts. We will also consider applications from individuals where they are able to demonstrate good approaches for working with the public as part of their project. Generally, we will not consider more than one application from the same group or individual in a given year.

You can submit one application each year regardless of whether your application has been successful or unsuccessful previously

#### **What can the funding be spent on?**

The funding can cover any costs associated with the project, including materials, equipment, hire fees, marketing, or costs associated with people's time. Receipts must be provided for expenditure. Funding cannot be allocated to money already spent before the grant has been awarded.

**How much can I apply for?**

You can apply for a grant of up to £1,500 per project, and we will award up to £10,000 in total across all projects. The grant can cover some or all of the cost of the project.

**How do I make an application?**

To apply you will need to complete the online application form. Applications will open Wednesday 11 of August, and close Sunday 5 September

**How are applications assessed?**

When reviewing your application the panel will look at how well your project meets the funding criteria and consider how the project is:

- a positive response to a need or opportunity
- well planned and possible to deliver within the timeframe
- financially realistic and offers value for money

**How will the grant be managed?**

If your application is successful you will be sent a formal grant offer letter from Hampshire Cultural Trust, the lead partner for Gosport Cultural Consortium. This letter will include information on managing your grant. Grants will normally be paid in two stages, 75% in advance and 25% upon project completion.

Once a grant has been awarded we have to monitor the project to make sure that money is being used for the purposes for which the grant was given. We may also choose to visit your project both during delivery and after progress to ensure the terms of the award are being met. As part of the grant conditions, you will be required to complete a post event survey updating us on the success of your project.