

Borough of Poole Culture Fund 2017-18

Funding guidelines for all applications

You can:

- Apply for up to £2000 for any one project
- Work in any creative genre from visual arts and music, gaming and digital, to theatre and literature. We also welcome applications that include multiple art forms.
- Embark on a project that is short, or medium term but it must start within 4 months of confirmation of our agreement to fund. Culture Fund projects must conclude by 31st March 2018.
- Apply for other funding streams, such as Arts Council England's Grants for the Arts as well as grants from trusts and foundations, crowd funding, private giving, sponsorship and charitable giving.
- Apply if your organisation already receives funding from anyone else (except Borough of Poole), as long as your application to Borough of Poole Culture Fund is for additional activity not already funded.
- Apply as many times as you like. However, we strongly advise that you apply with one project at a time.
- Apply again if you have been unsuccessful before.
- Apply again if you have been successful before.

You cannot:

- Apply if your project has already started.
- Apply if you received Culture Fund funding from us in 2016-17, even if it was for a different project.
- Apply for 100% funding from Borough of Poole Culture Fund. The amount of income requested must be **at least** equally matched by income secured from other sources. Other income must be secured by **1 September 2017** and

proof of income provided to Borough of Poole before Culture Funds can be paid to successful applicants.

- Apply for capital costs.
- Apply for core costs of running your organisation.

You must:

- Submit your application by **12pm on Monday 3rd July 2017**.
- Provide references if asked to do so.
- Provide, if asked to do so, the appropriate protection policy and DBS checks for all project workers, paid or voluntary, for all project applications that work with children, young people or vulnerable adults.
- Be appropriately and adequately insured for the project you are proposing and be able to provide the correct evidence if asked to do so.
- We may also ask you to provide additional evidence appropriate to your project, for example copyright agreements if you are using existing materials such as photographs, moving images, music or text.
- Credit the Borough of Poole Arts Service on all marketing material.
- Whatever the scale of your project you must evaluate it on completion. Project evaluation forms will be provided.