



Local Arts Grant Scheme

Application notes and criteria

Tamworth Borough Council wishes to support local arts initiatives as a means of improving the quality of life for the people of Tamworth.

Applications are therefore invited from any group or individual living within the Borough of Tamworth who requires financial support to pursue arts activities.

Application Guidelines

Who can apply?

1. Any group within the Borough involved in arts activity.
2. Any individual who seeks support in an arts activity. The application can be made by the individual, parent, guardian, or tutor/referee.

Criteria

What sort of projects and costs will the fund cover?

1. Consideration will be given to any planned arts activity that complies with the stated Arts Policy of the council and represents good value for money for the people of Tamworth. A maximum award of £500 per application is allowed although figures exceeding this amount will be considered in exceptional circumstances*. In particular, the committee will look favourably upon those proposals that demonstrate one or more of the following qualities:
 - a) Community emphasis – the project should substantially involve or have special relevance to the people of Tamworth and should have a social, artistic and/or economic benefit to the borough.
 - b) Increased access and participation – the project will encourage wider interest and opportunities for involvement arts activities.
 - c) Originality and creativity – the project will offer something distinctive to Tamworth's arts provision and will represent a development of existing practice for the people involved.
2. A grant can be awarded towards the costs of materials, equipment, instruments, productions, training courses or tuition costs.
3. Grants will not be given for:-
 - Work and projects of a party political nature
 - Travel and subsistence costs
 - Guarantee against loss
 - Work and projects which discriminate against ethnicity, race, gender or religion
 - Projects operated on a commercial or for profit basis.
 - The funding of organisations, projects or events which promote or condone extremist ideology, activities or terrorism.

4. Applications are encouraged from new applicants. Not more than one application from the same source will be considered in any 12 month period.

Note: Activities or promotions where the Community Arts Officer is acting as the facilitator and advisor to a group but does not form part of the Council's identified programme can qualify for assistance.

The Committee's decision will be final. However, unsuccessful applicants will be able to resubmit for future consideration. The Committee may defer a decision pending further information and they may set conditions and provisos.

Form of application

1. Applications can be made by completing the form supplied with this pack and returning it to the Partnership Funding Officer.
2. Applicants shall, in the case of established clubs or groups:
 - provide their latest audited accounts
 - provide a current bank statement
 - provide evidence of appropriate Disclosure and Barring Service (DBS) Certificates for anyone working with children or adults at risk of abuse or neglect
 - provide a safeguarding policy if working with children or adults at risk of abuse or neglect.

In the case of individuals:

- show clear evidence of the costs involved in their work
- be prepared to have their application supported by someone directly involved in their work
- provide evidence of appropriate DBS certificate for anyone working with children or adults at risk of abuse or neglect
- provide a safeguarding policy if working with children or adults at risk of abuse or neglect.

Payment

In most cases grants will be paid against receipt of a completed acceptance form.

- * Exceptional circumstances here refer to receipt of an application of exceptional merit which the Committee could justify as a special case for support. This would obviously depend upon the availability of funds at a particular time.

Privacy Policy and Information Sharing

Full details about the types of personal information we collect, the purpose we collect it, third parties we share it with, third party providers, and how we maintain the security of your information, can be found in our [Fair Processing Notice on the Privacy Notice page of the council website](#). A hard copy is available upon request. Please ensure you read our fair processing notice before submitting your personal information to us. Information you give us will be kept for no longer than necessary. [Our Retention Schedule can be found on the same page](#).

Please return to: Stephanie Ivey, Partnership Funding Officer, Communities, Planning & Partnerships, Tamworth Borough Council, Marmion House, Lichfield Street, Tamworth, Staffordshire B79 7BZ.

01827 709709 CPPadmin@tamworth.gov.uk