**VISUAL ARTIST & CRAFT MAKER AWARDS:**

**EAST LOTHIAN**

**2023/24 BURSARIES**

**VACMA: EAST LOTHIAN is funded through a partnership between  East Lothian Council and Creative Scotland**

 Logo, company name

Description automatically generated

**Visual Artist and Craft Maker Awards: EAST LOTHIAN**

in partnership with Creative Scotland

#VACMAScotland

**APPLICATION DETAILS**

Please ensure that you have read the guidelines carefully before completing the form.

**Name:**

**Address:**

**Postcode:**

**Contact Tel No(s):**

**Email:  
  
  
Website:**

**Start date:**

**Expected end date:**

|  |  |
| --- | --- |
| **I am applying for** tick one box only | |
| Artist Bursary of £750 |  |
| Early-Career Bursary of £500 |  |

|  |  |
| --- | --- |
| **Artform** tick one box only | |
| Visual Art |  |
| Craft |  |

**SUMMARY**

Please briefly summarise the project or activity which you are seeking funding for. Max 30 words

**ABOUT YOU (criteria)**

**Please tell us briefly about your creative practice.**

What does your practice involve and why do you do it? Max 250 words

**What would the bursary support you to do with your creative practice at this time?** Max 500 words

**How will this develop your skills/practice, support experimentation and contribute to your future ambitions?** Max 250 words

**Please give an outline and timetable (including dates) of the key stages and any preparation work you have done**.

**Is there any public element to the proposal?** Max 200 words

If so, please tell us what it will involve and how you will reach or engage people?

**Please give an outline of any risks you have identified in delivering your activity and tell us how you will mitigate them.**

COVID-19 has presented more risks than ever in delivering projects. Whilst restrictions have been lifted, we understand that some activities may continue to be disrupted. There may be other risks attached to your project that are not related to COVID-19, please tell us about these also.

**Equalities, Diversity and Inclusion (EDI):**

We have a commitment to ensuring that our funds reflect and support Equalities, Diversity and Inclusion. Please tell us how you consider these principles within your proposed activity and/or wider practice. If you have experienced any barriers that impact on your practice, you can tell us about them too.

**Environment:**

We are committed to operating in an environmentally sustainable manner and will work to ensure that the individuals and organisations that we support do the same. Please tell us how you consider this as part your proposed activity and/or wider practice?

**PREVIOUS APPLICATIONS**

**Have you had a VACMA, or Creative Scotland award before? If so, when?**

*If you have, please tell us how that support helped your practice, and whether this is a continuation of that project.*

*Priority in awards may go to those who have****not****previously been successful in the scheme. Applications will not be considered from previously successful applicants who have not yet submitted their End of Project Report.* 

**PLACE**

**Do you live in the local authority area that you are applying to?**

If you are not a resident, please tell us what your connection to the area is and why you are applying to this scheme?

**BUDGET**

As we are offering fixed bursaries, we do not require a full budget. Partnership income is not a requirement of the fund but if the VACMA bursary is only covering a portion of your costs you will need to tell us where the rest of the income is coming from. You can also tell us about any in-kind contributions in the table below.

|  |  |  |
| --- | --- | --- |
| **Income** | | |
|  | **Amount** | **Is this confirmed and is it cash or in kind?** |
| **Grant request from Award Scheme:**  This should be £750 or £500 |  | cash |
| **Own cash contribution** (if applicable)**:** |  |  |
| **Other sources of income** (if applicable)**:** |  |  |
| **Total Estimated Income for Project** |  |  |

To help us better understand the nature of your contribution and the wider value of the awards please also provide the following information:

|  |  |
| --- | --- |
| **Number of days you intend to spend on this project:** |  |

**ARTWORK SUBMISSION FORM**

Name:

Image format:

(JPEG, PDF, MPG, MP3, etc)

Please enter details of the artwork submitted in support of your application. We cannot accept original artwork.

We request that all supporting material is clearly labelled with your name and the title of works.

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
|  | **Images/ Work Title** | **Date** | **Dimensions** | **Medium and Description** |
| 1 |  |  |  |  |
| 2 |  |  |  |  |
| 3 |  |  |  |  |
| 4 |  |  |  |  |
| 5 |  |  |  |  |
| 6 |  |  |  |  |

At this time, we cannot accept hard copy material. All supporting material should be sent as electronic files. If sending images or weblinks, you may wish to compile these in a single document such as a PDF.

**SUPPORTING INFORMATION – CHECKLIST**

|  |  |
| --- | --- |
| **Please submit a copy of your current artist CV**  This helps us to understand what you have achieved so far in your practice, your training and experience to date. You may also want to submit an artist’s statement. | **Y/N** |
|  | |
| **Please provide a letter of confirmation/support were applicable**  If you are applying for support for the development of work for an exhibition or for a residency, please provide a letter of support from the gallery / host organisation which explains what they will be providing. | **Y/N** |
|  | |
| **Please submit up to 6 high quality images or up to 3 minutes of film/sound files** | **Y/N** |
|  | |
| **Please complete the Equalities Monitoring form** | **Y/N** |

**Use of Your Information**

**Visual Artist and Craft Maker Awards: East Lothian**

We are committed to protecting the rights and privacy of individuals in accordance with the Data Protection Act 2018. We need to process certain information about our staff, customers, and other individuals that we have dealings with for administrative purposes. We will also share the information provided with Creative Scotland as the funding partners to support evaluation, assessment and development. To comply with the Act, information collected about individuals must be used fairly, stored safely and securely and not disclosed to any third party unlawfully. Data Protection Act - The **DPA 2018** sets out the framework for **data protection law** in the UK. It updates and replaces the **Data Protection Act** 1998, and came into effect on 25 May **2018**. It sits alongside the **GDPR**, and tailors how the **GDPR** applies in the UK.

**APPLICATION SUBMISSIONS**

Please email your completed application and supporting documents / images in PDF format to: **artsservice@eastlothian.gov.uk**

If you experience any issues with submitting your documents and images, please contact the Arts Service on 0131 665 9900.

**DECLARATION** 

I (print full name) \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ hereby apply for financial assistance towards the cost of undertaking the project described in this application. To the best of my knowledge and belief, the information given is correct.

Signature:

Date: