

Application form - Organisation - Stabilisation Fund

Thank You! Your application has been submitted./

Diolch! Mae'ch cais wedi cael ei gyflwyno.

1. Welcome

Arts Council of Wales' Application Form

Welcome to our online application form. Before you get started, here are few things you need to know:

- The form will time-out after **60 minutes** so please make sure that you **save** your progress as you complete the form, and don't leave it open on a separate tab in your browser without saving it first.
- You can save and close your application as many times as you want and come back to it later. Every time you save your work, you'll receive an email (sent to the email address you use to log in). This will contain all the information you've put into your application so far.
- If you've applied to us for funding before, you might find that some of your contact details in the form are already completed for you. You can update these details if anything has changed since your last application.
- You'll see that there are word limits for some of your responses. You don't have to reach that amount; these are **maximum** words limits, it's fine to be clear and concise.
- Before you submit, please make sure that you **complete all the tabs** and **include the relevant attachments**.
- You will need to submit your project income and expenditure figures on our project budget template and/or a cashflow.
- **For currency fields please enter a number** - do NOT enter any symbols, such as £, commas, or words, such as pounds. For example for £2,500 enter 2500.

Our **Help Notes, Budget and Cashflow templates**, which can be found **using the link at the top right of every page**, you can also contact us using the link next to it if you need any further support.

2. About your Organisation

Tell us some basic information about your organisation:

Organisation Name

ArcadeCampfa

Legal Name (if different from your organisation name)

Arcade Cardiff CIC

Organisation Address

City

Cardiff

Local Authority
Cardiff

Postal Code
[REDACTED]

Organisation Telephone Number
[REDACTED]

Organisation E-mail address
info@arcade-campfa.org

Website address
arcade-campfa.org

Companies House No
07976741

Charity Commission No

VAT number: If you are registered for VAT please give your VAT registration number

Please describe your organisation's main areas of activity.

Give us a summary of your work - what your organisation does, where you normally do it and the range of people who benefit from your activity.

ArcadeCampfa (AC) is an artist led gallery and project space based in Queens Arcade Shopping Centre, in the very centre of Cardiff. AC has, since September 2011, staged contemporary and experimental projects and exhibitions alongside developing supportive and sustainable links within the business and arts community of Cardiff.

Central to the motivation behind the project is public access to the arts - both visibility and accessibility.. We want to encourage a deeper understanding of, and fuller participation in, the arts - and an understanding of its role in everyday life - for businesses, the public and the wider arts audience. Due to our hyper-public location our audiences are large, wide-reaching and, in general, non-art. Alongside our exhibitions our programme consists of workshops, interactive activities, artist led groups, audio, spoken word and performance events.

Organisation Type
Community Interest Company

Organisation Sector
Gallery

Governing Document

In most cases, you'll need to include a copy of your governing document with your application at the attachments section (check our Guidelines document for further information).

If you've never applied to us for funding before you'll need to include a signed copy of your governing document with your attachments.

If you have applied to us for funding in the past you'll only need to attach a signed copy of your governing document if you haven't submitted it to us during the last **two years**, or if it's been **updated** since you last applied.

Staffing

We need to be confident that you have the capacity to manage your proposed project. This information helps us to understand the size of your organisation and the number of people that will be supporting the project.

How many full time staff do you have?

0

How many part time staff do you have?

3

How many volunteers do you have?

25

3. Organisation Equality Information

You must answer all the questions below. We use the data provided by all our grant applicants to help us make sure our funding is reaching a wide range of people and organisations. We must also report on who our funding is reaching by each of the protected characteristics in our Annual Equality Report. We do this to comply with the specific duties set out in the Equality Act 2010 (Statutory Duties (Wales) Regulations 2011). Your answers on this form will not affect any decision on your grant application and will be used for monitoring purposes only. The form will not be shared with staff assessing your application. Your application cannot be considered complete unless this form has been filled in and submitted.

Please tell us whether your organisation is led by any of the following groups:

NB. We consider organisations to be led by any of the following groups if at least 51% of its senior managers, management committee, board, governing body or council define themselves as part of that Protected Characteristics group.

Black, Asian and minority Ethnic groups

Na - No

Disabled

Na - No

Lesbian, Gay or Bisexual

Na - No

Young People (25 and under)

Na - No

Older People (50 and over)

Na - No

Pregnant Women or New Mothers

Na - No

Women

Ie - Yes

Men

Na - No

People who have undergone or are undergoing gender reassignment

Na - No

People with specific religious beliefs

Na - No

Please tell us whether your organisation has been set up for or by

Black, Asian and minority Ethnic groups

Na - No

Disabled

Na - No

Lesbian, Gay or Bisexual

Na - No

Young People (25 and under)

Na - No

Older People (50 and over)

Na - No

Pregnant Women or New Mothers

Na - No

Women

Na - No

Men

Na - No

People who have undergone or are undergoing gender reassignment

Na - No

People with specific religious beliefs

Na - No

Please give the number of senior managers and members on your management committee, board, governing body or council who are:

Male

4

Female

2

Other

Prefer not to say

4. Contacting You

Please tell us which language you'd like us to use to contact you about this application
Saesneg / English

Please provide contact details of the Chair, or equivalent, of your organisation

Title

Mr

First Name

George

Last Name

Manson

Role in organisation

Co-Director

Address

[REDACTED]

City

Cardiff

Postal Code

[REDACTED]

Local Authority
Cardiff

Telephone number
[REDACTED]

Mobile Phone

E-mail address
george@arcade-campfa.org

Please provide the details of the Primary Contact for this application. We'll use the email address you provide here to contact you about your application.

The person named here must be authorised to answer all queries and to sign all documents relating to this application for funding.

Title
Miss

First Name
Clare

Last Name
Charles

Role in Organisation
Co-Director

Address
[REDACTED]

City
Cardiff

Postal Code
[REDACTED]

Local Authority
Cardiff

Telephone number
[REDACTED]

Mobile Phone

E-mail address

clare@arcade-campfa.org

If the Chair and Primary Contact are the same, please provide details of another contact from your organisation.

Title

First Name

Last Name

Role in Organisation

Office Address

City

Postal Code

Local Authority

<None>

Telephone Number

Mobile Phone

E-mail Address

5. Project Summary

Project Title

ArcadeCampfa Covid emergency fund

Project Start Date

08/06/2020

Project End Date

06/11/2020

We can't fund any activity that has already taken place. The start date of your project should be from when you're likely to incur costs after the decision date for your application.

Total Project Cost (whole £ only):

10445

Total amount Applied for (whole £ only): (This should include the grant request plus any additional access costs)

10445

If you have any additional access needs we can help to cover access support costs for you, or anyone directly involved in shaping your project creatively, during delivery. We don't include your access costs when we work out the financial limit that you can apply for.

Please note any access support costs here: (whole £ only):

Please provide details of your additional access costs.

6. About Your Work

We need to know just a few basic things about why you're applying to this Fund.

1. What was your organisation's turnover in the last financial year?

Please also tell us about your reserves position, including restricted and unrestricted reserves and whether you'll be deploying them as part of this application. If you're a member of the Arts Portfolio Wales, tell us how you're using your Arts Council funding to sustain your organisation at this time.

The organisational turnover in 2019/20 was £51,000, with £3000 additional in kind support. £35,000 of this is ACW grants, with the remaining made up from trusts and foundations through project funding.

AC is mainly funded through an organisational large grant from Art Council Wales, and supported by several smaller funders - often but not limited to British Council, Cardiff and Vale University Health Board, Community Foundation Wales, Oakdale Trust, Heritage Lottery, Cardiff and Bath Spa Universities. It has an income stream through its studio group, Fairwater Studios, as well as occasional gallery hires, and payments for services such as talks and events. In the past Queens Arcade has made funding available for specific projects. Overheads for the project are low as Queens Arcade supports the project with two rent-free units within the shopping centre - an arrangement which has lasted for the last nine years.

In previous years AC has applied for a large grant at the May deadline, for an October start to the project. In this way across the last 6 years there has been no break in funding or activity at the gallery. As we are halfway through an active grant, and with the current lottery streams closed, we are unable to plan past 01 October 2020. As we work on a project by project basis we hold no reserves as an organisation - funds are allocated at the point of application and on receipt of funding.

By 'artist led' we assert that all of the staff and volunteers that run the space are practicing artists - and central to our way of working is to create opportunities for employment for artists in order to sustain their careers, as well as providing paying opportunities for exhibitions, residencies and events. Other than logistical requirements such as rent and utilities, all of our funding goes directly to artists.

2. Please tell us about how COVID-19 has affected your business and the financial losses that you have incurred

Tell us whatever you feel you're able to about what has happened to your organisation's fortunes as a result of COVID 19. (We're not able to support you through this fund if your change in circumstances is not related to losing income as a result of the COVID 19 pandemic.)

At the start of the crisis we made the early decision to close our studios, which are within a council owned complex and therefore share multiple entrance doors and exits with other companies. For the safety of our studio holders and other employees in the building we closed immediately, and at that point stopped charging studio fees. This was, we felt, the best way to support artists to continue their practice beyond Covid, by safeguarding any income or savings they have, and to alleviate financial strain and potential stress. Three of our studio holders are also parents, who would have been unable to use the studios due to new parenting responsibilities.

We have also faced a loss in project management fees associated with the British Council Italy Season, which has had to be cancelled due to the virus. While we are hoping this may be rescheduled for some time in 2021, for now all contracts have been rescinded. Similarly we have lost income through gallery bookings which will now no longer take place - most notably from the Magistrates Association booking which was due to take place in September.

Additionally we have honoured all of the contracts in place up until September, including staffing costs and artist fees. Some of the work we are able to postpone - assuming we can reopen before the end of the current grant. Some work can take place in a different form online. The staffing costs we are assuming as a loss unless admin or planning work can take place - we have set in motion a redesign of the website in order to host artwork in a new way. Similarly logistical contracts such as internet and electricity are still in place. This grant would support organisational running costs such as insurance and overheads to ensure we keep the space in kind.

Although we have honoured artist fees up to this point we are not able to commission new work at this moment - although a recently closed open call had over 80 applicants for two online residencies. This shows an urgent demand for artists to have a space to exhibit at this time - and also that many artists are still looking for paid opportunities where many have fallen away. It also demonstrates the reach, importance, and need of AC for the sector, as we continue to support artists. In terms of supporting the artist community in order for people to continue their practice post-Covid we feel it is imperative to continue to offer small scale accessible commissions at this time.

As with many other organisations we are now working from home, without a physical space to meet. This has an impact on the ability of the team to decision make, and overall productivity. We are experiencing difficulty in not having access to usual office equipment

especially around design and online connectivity.

Financial losses include - Studio feeds £2280, project management £1400, gallery bookings £1400

3. Tell us about your organisation's work and its track record of working in the publicly funded arts and culture sector.

What has been the broad type and pattern of your previous work? What has been the public benefit of your work? What achievements would you particularly like to tell us about?

AC has been presenting work in the public realm for the last nine years, working with emerging and established artists from Wales and internationally, to bring contemporary, experimental, exciting practice to a largely non arts audience. Resident in two shop units in the Queens Arcade shopping centre in central Cardiff, AC has strong links with the artistic, business, cultural and third sector communities across South Wales.

The broad focus of our work is supporting artists and presenting contemporary art in a setting that creates an alternative to the traditional gallery. As important to us as supporting artist practice is the audience we are delivering to, who in our hyper-public location include large numbers of people who would otherwise be unlikely to encounter or engage with contemporary art practice. We work hard to build relationships with third sector, health and community organisations with whom we programme and present work from less well served communities. Our strong long-standing relationship with the shopping centre has led to support in our audience development including free use of posters and digital screens across the centre, free use of equipment and support in staging out of hours performance and openings.

A recent successful and critically well received exhibition was 'A Brief History of Healing', working with artist Gail Howard, alongside in-patients, staff and visitors at the Hafan y Coed adult mental health ward at University Hospital Llandough. The exhibition was split across site, with the first launch taking place at AC, and the second a week later at the Hearth Gallery on the University Hospital site. Gail worked collaboratively with the patients to create work for the exhibition as well as creating new work herself, presenting these side by side in the gallery space. She also curated a series of artist workshops and residencies to work with the public in the shopping centre to think around mental health and wellbeing, culminating in a series of live events working with critically acclaimed artist and occupational therapist Georgia Twigg.

As directors of AC this was an important exhibition for us on many levels. It built networks within the arts and health sector, including securing funding from an NHS hospital trust. It showcased work from an artist with lived experience of mental health disabilities, and worked with her in a way that was supportive of her vision and ambition. It worked directly with patients that otherwise have no or very little access to creative endeavors while living full time in hospital, and showed their work alongside that of professional artists. Finally, it worked across sites to bring audiences to the very different gallery spaces, including health care professionals and the general public who would not have known about AC or the Hearth Gallery before this point. It was an aim that the cross-pollination of these audiences would grow both galleries audiences and bring about possible future commissioning possibilities.

Similar relationships have been built with organisations such as the Trinity Centre - a centre for refugees and those seeking asylum in Cardiff. In Spring 2019 the Aurora Collective, a group of women formed at the Centre, staged a two week take over of the gallery space, turning it into a skill share and workshop space. Again we wanted to use the gallery as a platform for this community who usually do not have access to these spaces or resources, to develop and deliver a programme that comes from them and speaks to their communities and interests.

A more recent strand of collaborative working has been with Spit & Sawdust, a skatepark and artspace based in the east of Cardiff. In Autumn 2020 we were successful in a collaborative bid to British Council to undertake a research trip to Venice and Rome, where we met with potential partners for international collaboration. We were successful in gaining further funding to run a residency in Venice with artist and musician Emma Daman Thomas, however due to the recent crisis this is currently on hold.

Recently AC has further developed its relationship with Yellow Back Books - an artist book project run by Clare Charles and George Manson, in collaboration with Becca Thomas, Freya Dooley and Louise Hobson, with a section of Campfa's exhibition space currently given over to the project to exhibit and sell from their artist book collection. In this way, AC supports Yellow Back Books with a commercial location, contextualising the collection and bringing it new audiences. It also offers artists, including many young or emerging Wales based artists working with books or printed material, the opportunity to display alongside international artist's books, as well as a potential income stream from selling their work.

4. What difference will an emergency grant from this fund make to your organisation, and how might you use it within the next six months?

Please also detail here any other emergency funding that you're reasonably expecting to receive from other sources. Are you able to use some of your reserves to cover this period? AC consists of a small team of artists/co-directors Clare Charles and George Manson, artist/volunteer coordinator Molly Sinclair Thomson, and the extended artist network across Wales. AC supports these practitioners through freelance employment, alongside free community workshops and activities, artist talks, residencies and networking opportunities. AC volunteers are showcased on the website, and receive a weekly email highlighting opportunities within the cultural sector. This grant would enable AC to continue to deliver during lockdown ensuring support for this community while shaping ourselves digitally for accessibility, resilience and sustainability.

AC feels it is important to continue to support artists throughout the crisis with paid opportunities to show work, alongside digital crits and opportunities to network and expand their practice where possible. This fund would enable us to continue to commission new digital work, supporting the artist community and sustaining practice during this critical period.

The fund would also allow us to develop our digital presence and audiences, and find new ways to connect with people who cannot physically visit the space. We want to expand our digital strategy - looking at new ways of working with our existing audiences and new ways of supporting artists, while keeping the momentum of the programme and supporting the creative community to survive. Furthermore, developing our digital presence would be of

long term benefit, beyond Covid, to our audiences, our accessibility, and how we support and serve the artists we work with, through online promotion and archiving of their work.

Although our recent call out has been very successful, with over 80 applications, we still lack a strong link with the disabled art community. We want to specifically work with disabled artists for whom this lockdown is a long-term reality, and whose insights will be vital in how we as a community move forward in the new normal. This fund would allow us to develop those connections and commission two online exhibitions or residencies specifically for disabled artists.

Working from home has brought up new challenges for the organisation, no least in developing our digital reach. The fund would buy us essential equipment to develop the website and our ability to host and display artists work in the digital realm. It would buy both physical equipment and affordable software packages (one off purchase rather than subscription) to enable us to reach our ambitions for digital exhibitions.

In essence the fund would allow us to continue to be a viable and valuable presence in support of the emerging artist community through this period, rather than being fallow until the Autumn. We feel we are a vital part of the ecology of the arts in South Wales, and therefore want to continue to be available and a viable organisation and resource during the next six months and beyond.

5. Are you seeking financial assistance from anywhere else? Do you expect to be successful?

Despite thorough research we have been unable to identify any other funds that will support us in this way, at this time. We will continue to be vigilant in our research, and to apply for any opportunities that are available to us.

6. Your Project Proposal

This is where you tell us about your proposed project or activity. Please explain to us as clearly as you can what you want to do. How will this project or activity meet the Arts Council's priorities?

We want to build on the momentum that ambitious projects such as Brief History of Healing has brought to the organisation, and to continue to support the important emerging artist ecology in Wales. The grant would support us in driving debates around accessibility of art to lesser served audiences - and in highlighting artists who are less able to access opportunities within the art world - working towards the benefit of all.

The grant would be used to ensure artists are supported and strengthened through this precarious period and into the future, and that freelance artists are employed to work with them to do this. We want to celebrate the creative community and also stay connected to them - as without them AC would not exist.

The gallery and project space are housed in the centre of Cardiff in a shopping arcade that tends to be utilised by people who suffer economic hardship - other shops include discount hairdressers, a comic shop that largely functions online and a pop up children's soft play that only functions during the holidays. As such AC is constantly thinking of accessibility and opportunities for low income audiences to access culture. This fund will help AC continue a programme of freely accessible exhibitions and workshops and will give time and space to think on how we can use the digital realm to reach these audiences. Staying

digitally connected will support the continuation of the programme in our busy high street space once it is safe to do so. AC has a strong relationship with the landlord who waives our rent and wants to support AC to continue dissolving barriers between artists and the public. This includes exhibitions around relatable themes and with opportunities for the public to show their own work, develop their creativity, adding to the sector's creative and cultural diversity.

The research and development time this support would afford means the organisation will emerge from the crisis more robust and sustainable - and with a clearer idea of how to reach audiences outside of the physical programme. We will continue to collaborate and share resources with peers and collaborators. We will support creative practitioners and art ecosystems through paying artists in this time of economic hardship.

The setting up of a home office which includes the technology to create and design web based graphics will have a huge impact on our ability to present work, the fluidity of our working practices, and on the skills base of our designer, who will be able to familiarise themselves with the latest available technology. The costings presented are based on buying refurbished rather than new, and based on using Mac software which is the industry standard.

7. Language

What language/s you will be using to deliver your project? For percentage fields please enter a whole number - do not use decimal points. For example for 6.7% round up to 7%.

Welsh (15%)

English (85%)

7. Project Targets

Art Form

We collect and monitor information about funding that has been awarded to each art form. This helps us report in detail on the money that has been spent and also helps us target funding where it is needed most. In the table below, please use a percentage to indicate the proportion of your activity that relates to each art form. For example, if your project is purely related to dance, put 100% next to dance in the table. If your project involves more than one art form, please estimate the percentages of the art forms included, for example, dance 20%, drama 50%, music 30%. These must add up to 100%. These percentages may be amended on completion of your project.

If the focus of your application is not a project or activity (for example, if you're asking for urgent assistance to support cashflow pressures), please give an estimate of the range of artform or activity type that your work usually covers.

For percentage fields please enter a whole number - do not use decimal points. For example for 6.7% round up to 7

Art Form

Visual Arts (100%)

Activity Types

Exhibition (Presentation) (70%)

Performance (Presentation) (10%)

Research & Development (10%)

Residencies (10%)

Proposed Targets

Public performances, exhibitions and workshops are currently prohibited because of COVID-19 restrictions on public gatherings. Activities delivered online are not affected by these restrictions. All categories need to be completed, so in those categories where activity isn't applicable please say '0'. Please include all other activity in the 'other beneficiaries' category, which accepts text. Please say 'None' if appropriate. Please make sure that all the activity to be carried out is included.

Number of performances

0

Total attendance at performances

0

Number of workshop sessions (1 session equals 1/2 day)

0

Total participants at workshops

0

Number of exhibitions

9

Number of exhibition days

1080

Total attendance at exhibitions

10000

Number of activities or events, (please specify)

0

Other beneficiaries (please specify)

0

Number of training sessions delivered (1 session equals 1/2 day or less)

0

Total number of attendances to the training sessions

0

Number of individuals attending training sessions (1 session equals 1/2 day or less)

0

8. Project Location

In this section we're asking you to tell us where your project activity will take place.

Please enter the postcode your activity will take place. If your activity will take place in multiple locations you can enter up to 20 postcodes.

If the focus of your application is not a project or activity (for example, if you're asking for urgent assistance to support cashflow pressures), then enter the single postcode of your organisation's base.

Postcode 1

CF10 2BY

Postcode 2

Postcode 3

Postcode 4

Postcode 5

Postcode 6

Postcode 7

Postcode 8

Postcode 9

Postcode 10

Postcode 11

Postcode 12

Postcode 13

Postcode 14

Postcode 15

Postcode 16

Postcode 17

Postcode 18

Postcode 19

Postcode 20

In the table below, please use a percentage to indicate the proportion of your activity that takes place in each Local Authority. For example, if your project is taking place in one location, put 100% next to the relevant area. If your project activity involves more than one area, please estimate the percentages of the areas included. These must add up to 100%.

If the focus of your application is not a project or activity (for example, if you're asking for urgent assistance to support cashflow pressures), please give an estimate of the range of locations in which your work would normally take place.

You can click on the following link, enter the postcode and click on 'Search'. Keep the window open so you can search easily for all your postcodes.

[Postcode Lookup Tool](#)

For percentage fields please enter a whole number - do not use decimal points. For example for 6.7% round up to 7%

Local Authority

South Wales-Cardiff (95%)

Outside Wales (5%)

9. Project Equality Information

As a public body we're fully committed to increasing access to the arts and broadening arts audiences. We want the widest possible cross-section of people to enjoy and take part in the arts.

We are required to collect and monitor information about who our funding is benefitting. This helps us report on our progress in addressing inequalities in the arts and helps us target funding where it is needed most.

The Equality Act 2010 talks about people with protected characteristics and we are collecting information about arts projects that are being funded to deliver activities specifically for these groups of people.

We are looking for information about particular groups of people you are targeting your activities for. At the current time we are gathering information about groups using the list included in The Equality Act 2010. We are therefore asking you to tell us if your activities are for people from a particular age group, disabled people, people of a specific race, religion or belief, whether the activity is for men only, women only or has a focus on sexual orientation, pregnancy and maternity or gender reassignment.

If the focus of your application is not a project or activity (for example, if you're asking for urgent assistance to support cashflow pressures), please give an estimate of the range of groups of people your work usually covers.

Sex:

If your project specifically targets either men or women, please select an option from the dropdown list.

Sexual Orientation

If your project specifically targets gay, lesbian or bisexual people or fosters good relations between people with different sexual orientations please select 'yes' from the dropdown list.

Gender Reassignment

If your project specifically targets people who have undergone or are undergoing gender reassignment, or fosters good relations between people who have and have not please select 'yes' from the dropdown list.

Pregnancy and Maternity

If your project specifically targets women who are pregnant, or on maternity leave, please select 'yes' from the dropdown list.

Religion or Belief

If your project specifically targets people with particular religious or other beliefs or fosters good relations between people with different beliefs, please tick the relevant box/s.

Disability:

If your project specifically targets disabled people, or fosters good relations between disabled and non-disabled people, please select 'yes' from the dropdown list.

For the purposes of our monitoring we are referencing The Equalities Act 2010 which defines a person as disabled if they have a physical or mental impairment, which has a substantial and long term adverse effect on the person's ability to carry out normal day-to-day activities and has lasted, or is expected to last, at least 12 months. We do not collect information about different forms of disability.

Our priority is to support and develop work which seeks to embed the social model of disability. The social model of Disability recognises that disabled people are disabled not by their impairments but by barriers in society.

Yes

Ethnic Minorities:

If your project specifically targets a specific ethnic group or groups, or fosters good relations between different ethnic groups, please tick the relevant box/s.

We try and find out more about the age group of people who benefit from our funding. Please tick the relevant box/s that apply.

(If your project involves working with children, young people and/or vulnerable adults, whether voluntary or paid, you must have a satisfactory Child Protection Policy. Our [Children and Young People Protection Policy and Guidelines](#) give details of Arts Council of Wales's commitment to safeguarding the welfare of children and young people participating in the arts, and offers advice to client organisations on developing and appropriate policy.)

Age Group

10. Declaration

IMPORTANT

We may need to request documentation that is over and above that which is being requested at this stage. We reserve the right to request references if required. Please note that any misleading statements, whether deliberate or accidental, given at any stage during the application process will result in the application becoming invalid. You will then be liable to return any money already paid out as an Arts Council of Wales grant.

Award recipients are personally responsible for any tax liability arising from any award and are advised to check in advance of an award being made and to take appropriate professional advice.

Applications will be barred from the round if the applicant is found to have lobbied any of our Arts Associates, Committee or Council Members.

GENERAL DATA PROTECTION REGULATIONS AND FREEDOM OF INFORMATION

It's important that you're aware of the Arts Council of Wales' obligations and responsibilities under the General Data Protection Regulations (GDPR) and Freedom of Information Act 2000. The GDPR regulates how we collect, manage, share and store personal data and your rights in relation to our management of your data. Further information may be found in our published Privacy Policy. The Freedom of Information Act regulates how we provide you, on request, access to recorded information that we hold. One of the consequences of these statutory responsibilities is that information we hold about you may be subject to disclosure, in response to a request, unless we decide that one of the statutory exemptions applies.

If you send us information that you believe to be commercially sensitive or confidential, this will need to be clearly marked. It would help us if you could explain briefly the reason(s) and appropriate timescales you would consider confidentiality to apply. This will assist us, in the event of a request, to substantiate our reason for applying the necessary exemption should we decide it would be appropriate to do so. However, you can't assume that by marking information as confidential or commercially sensitive that an automatic exemption will apply. Other factors would also need to be considered at the time, such as the nature and scope of information requested and the timing of that request. (Freedom of Information rules assume that confidentiality/commercial sensitivity usually diminishes over time).

Sometimes information, data and material of any nature comprises Personal data or Sensitive Personal data, (as terms are defined in the General Data Protection Regulations). If this applies, we'll not disclose any such confidential information to a third party without your consent.

DECLARATION

By submitting this application form, you agree to the following statements:

- I confirm that all the information provided in this application, and any material submitted in support of it, is truth and accurate.
- I confirm that the project described in this application is within the objects of our organisation's constitution.
- I confirm that all other applications for funding that relate to this project have been declared and undertake to inform the Arts Council of Wales immediately if any changes in circumstance require the application or the supporting material to be amended. I understand that you share information about grants with other grant awarding bodies, and will therefore be in a position to verify my disclosure of these other grants.
- I confirm that our organisation has the relevant policies in place that are required by law.
- I confirm that our organisation has complied with all appropriate regulatory requirements over the last twelve months (for organisations registered with Companies House and/or the Charity Commission)
- I confirm that our organisation has an Equal Opportunities Policy in place that complies with relevant legislation and has been reviewed by our board or management committee within the last three years. I can provide evidence of this on request.

- I confirm that our organisation has an Action Plan to make our work more inclusive that has been reviewed by our board or management committee within the last three years. I can provide evidence of this on request.
- I confirm that our organisation has a Safeguarding and Child Protection Policy in place that complies with relevant legislation and has been reviewed by our board or management committee within the last three years. I can provide evidence of this on request.
- I confirm that, if this project involves working with children, young people and/or vulnerable adults, I can provide evidence that appropriate and adequate safeguards have been put in place. This includes having any necessary safeguarding checks carried out by the Disclosure and Barring Service.
- I confirm that this application, if successful, will form part of the agreement with the Arts Council of Wales.
- I confirm that the organisation named on this application has given me the authority to sign this application on its behalf.
- I hereby warrant that I am applying for this Stabilisation Fund for Organisations grant because my organisation is suffering severe financial hardship and otherwise satisfy all of the eligibility requirements set out in the Stabilisation Fund for Organisations application and related guidance.

By ticking this box you are confirming that you agree with the above statements.

Yes

Finally, are you, or any members of your organisation or group, employed by the Arts Council of Wales, or do you, or any members of your organisation or group, have a close family connection ('close' means parents, brothers or sisters, spouse/partner, or children) with an individual currently employed by the Arts Council of Wales?

Please select:

No

Marketing

If you wish to receive regular news from us, please sign up to our newsletter at the following [link](#).

Protecting the privacy and personal data of our clients and visitors is of the utmost importance to us. Protecting your privacy and your personal data is an important aspect of the way we create, organise and implement our activities on-line and off-line.

You can read our detailed Privacy Policy [here](#).

Attachments

Title

File Name

Project Budget

Project Budget

Proof that you have a bank account in your
organisation's name that meets our
requirements

Files attached to this form may be deleted 120 days after submission.