

<b>Culture, Arts &amp; Heritage Grant Programme - Allocation of funding</b>	<b>16<sup>th</sup> April 2019</b>
<b>To: Council For Decision</b>	

<b>Linkage to Council Strategy (2015-19)</b>	
<b>Strategic Theme</b>	Resilient, Healthy & Engaged Communities
<b>Outcome</b>	Council will work to develop and promote stable and cohesive communities across the Borough
<b>Lead Officer</b>	Head of Community & Culture Cultural Services Manager
<b>Cost: (If applicable)</b>	£21,000 ( <i>net forecasted budget</i> )

**The purpose of this report is to provide the outcome of the assessment of applications received to the Culture, Arts & Heritage (CAH) Grant Programme for 2019-20, and to provide recommendations in relation to grant awards to be made through the programme subject to the outcome of the budget process.**

### **Background**

The Culture, Arts & Heritage grant programme forms part of Council's Cultural Strategy strategic priority 4, 'To ensure increased access to, and participation in, culture, arts and heritage for marginalised and excluded groups', adopted by Council in 2016.

The primary objective of the cultural strategy is to ensure that both local ratepayers and visitors to the area have continuous access to high quality, accessible, inclusive and affordable cultural services, including arts, museums and heritage.

The introduction of the Culture, Arts & Heritage Grant Scheme in 2016 was in direct response to the findings from the consultation process which highlighted the need to support local groups to promote and develop cultural, arts and heritage projects and activities in the area.

As part of the business planning process, a report was brought forward to Council in November 2018 to approve all grant funding programmes for the 19/20 period, inclusive of the Culture, Arts & Heritage grant programme.

As a result, the Culture, Arts & Heritage Grant programme was opened on 4<sup>th</sup> December 2018 with a closing date of 22<sup>nd</sup> February 2019 for receipt of completed applications. Four Information Roadshows were held in early December in locations across the Borough to provide potential applicants with detailed information and guidance regarding individual grant programmes.

A total of 33 applications were submitted by the closing date. The grant assessment panel of relevant Council officers assessed the grant applications against the criteria as stated in the Guidance Notes. Applicants were required to attain a score of at least 65% in order to be considered for funding, in line with Council's Grant Funding Policy.

### **Purpose of the Programme**

The Culture Arts and Heritage grant scheme has been designed to support, promote and develop cultural, arts and heritage events, projects and activities. It has been devised to support local community and voluntary groups to promote and develop projects which broaden

cultural access throughout the council area. An extract from the Guidance Notes for the grant detailing eligibility and assessment criteria is attached at **Annex A**.

### Levels of Grant

Grants are available for a maximum of 100% of the total *eligible* project costs up to a maximum of £1000.

### Applications Received

A list of the applications received, the assessment scores and maximum eligible funding amount is listed in **Annex B**. In summary:

No. of applications received	33
Total value of applications received	£32,020
No. of ineligible applicants	1
No. of unsuccessful applications (scoring less than 65%)	9
No. of successful applications (scoring 65% and above)	23
<b>Total value of funding recommended (eligible amounts)</b>	<b>£21,445</b>

One applicant organisation was deemed to be ineligible as they did not meet the criteria for the grant programme. The proposal was due to take place in March 2019, outside of the eligible period of April 2019 – March 2020.

Nine applications did not score sufficiently high enough (65% threshold) to be awarded a grant.

Additionally some applications were reduced in the scale of the grant they were considered for, by way of eligible expenditure.

Unsuccessful applicant groups will be referred to Council's Community & Culture staff for a range of support, including one to one mentoring and group based training workshops to assist in developing successful project proposals, focussing on project development, preparing successful bids and creative programming. Council Officers can also provide feedback and signposting to source and apply for other funding.

**Total amount eligible for funding** **£21,445**

**Indicative budget requested for 19/20\*** **£21,000**

*\*(subject to budgetary process for 19/20)*

### Recommendations

- i. **Approve the recommended amounts for funding as detailed in Annex B (total £21,445), subject to final confirmed budgets.**
- ii. **Offer support to unsuccessful applicant groups through referral to Council initiatives including one to one development support and training programmes on offer through Community Development and Cultural Services.**

## Annex A

### Eligibility & Assessment criteria for Culture, Arts & Heritage Grant Programme

#### Overview of fund

Organisations applying for funding from the Culture, Arts and Heritage Grant Scheme will have to demonstrate how their organisation contributes to any one of the following Culture, Arts and Heritage Aims identified in the Causeway Coast and Glens Borough Council's Culture, Arts and Heritage Strategy 2016-2021.

- **Enhancing Our Cultural Venues and Assets** – To use our landscape and our cultural assets and activities to enable opportunities for both local people and visitors to participate in Culture, Arts and Heritage in the area.
- **Investing in Creative Learning and Skills Development** –To support the creative development our young people and our creative practitioners through training, skills development and providing opportunities to showcase work
- **History, Heritage and Cultural Tourism** – To promote a sense of pride, identity and deeper understanding of our area by bringing together the many stories, histories, identities and languages which are present in the area

All organisations funded through the Culture, Arts and Heritage Grant Scheme must demonstrate how their project contributes towards the aim most appropriate to address the issues in their area. Organisations will be asked to report back on how effective their project has been in meeting these needs and working towards the appropriate aim.

#### Who Can Apply?

Organisations must be from within the Causeway Coast and Glens Borough Council area. To be eligible for grant-aid, you will have to show that your organisation is a bona fide organisation that is well run and that it:

- Has a properly adopted "Governing Document" such as a constitution or memorandum and articles of association which clearly show that it is non-profit making and taking. Evidence that a constitution has been formally adopted must be supplied.

For the purposes of this programme only formally constituted organisations which are not-for-profit organisations that are open, accountable and representative of the geographical area in which they service, promote and support the Culture, Arts and Heritage sector can apply. Such as:

- Cultural, Arts and Heritage groups e.g. drama groups, historical societies, photographic clubs etc.
- Community development groups
- Other organisations involved in Culture, Arts or Heritage development work
- Umbrella organisations provided that their work takes place at a local level

Groups must demonstrate that they have appropriate governing arrangements in place and that they provide a voice for local concerns. The initiatives in which they are seeking funding for must be inclusive, open to the whole community and adhere to democratic principles

#### What can be funded

Examples of the types of projects which can be funded:

- Training and skills development programmes.
- Projects and events which develop arts and heritage at a local level and make them more accessible for all.

- Learning activities which are not-for-profit and organised by groups for the community e.g. talks, courses, seminars.
- Cultural resources including publication, exhibitions, trails, digital resources.

Examples of eligible expenditure:

- Venue hire
- Hire of equipment
- Tutors (we will only fund a maximum of £25 per hour)
- Performance fees
- Materials
- Insurance
- Marketing and publicity
- Travel

### **What cannot be funded**

In general, the following will not normally be eligible for funding through the Culture Arts and Heritage grant scheme:

- Proposals that do not directly benefit Causeway Coast & Glens Council residents
- Applications for funding which are considered to be the responsibility of another statutory organisation or Council fund
- Retrospective expenditure where projects have started or services/items have already been obtained and paid
- Applications received after the closing date specified in the promotional literature
- Applications where a committee member or trustee will have a personal financial benefit
- Costs that are not auditable e.g. cash payments unsupported by an approved petty cash system
- Costs towards ongoing running costs (e.g. electricity, rent, insurance, etc.)
- Building costs, capital expenditure or equipment
- Costs towards banking charges and/or repayment of debt
- Costs that can be claimed back from elsewhere e.g. VAT
- Community Festivals (there is a separate fund for this)
- Carnivals/fun days
- General Appeals
- Religious services where only one section of the community is represented
- Buying or leasing musical instruments, uniforms or sporting equipment
- Activities which are party-political in intention, use or presentation
- Salary costs.
- Alcohol costs
- Gratuities, gifts and prizes

- In some instances there may be an agreed hospitality allocation of funds, which must not exceed 10% of the total Council grant.

### Exclusions

In general, it is important to note that this funding programme will not normally award grants to the following:

- Individuals
- Groups operating outside the Causeway Coast and Glens Council area unless the project/event takes place in the council area and directly benefits those who live in it (see 1.5).
- Organisations and events with charitable fundraising as their main or partial focus
- Organisations who have substantial demonstrable reserves
- Political Organisations

### Assessment and scoring

Criteria	Score out of a possible 5	Weighting	Possible Score
Q1 – Clear and concise evidence of a developed project with a Culture, Arts and Heritage ethos		X 2	10
Q2 – Clear and realistic objectives set for the project		X 2	10
Q3 – A clear understanding of how the project objectives link to the Culture, Arts and Heritage aims and can help work towards these.		X 1	5
Q4 - Extent of ability, skills and experience of the group which enables them to deliver the project		X 1	5
Q5 – A clear understanding of why this project is needed and how you know this		X 2	10
Q6 – Detailed explanation of planned promotion of project		X 1	5
Q7 Monitoring and Evaluation		X 1	5
Q8 District Electoral Area	Not scored		
Q9 Breakdown of costs	Not scored		
			50

## Annex B

### CAH Grant Applications 2019-20

#### Successful Applications

	<b>Name of Organisation</b>	<b>Project Title</b>	<b>Assessment Score %</b>	<b>Amount Requested £</b>	<b>Amount Recommended £</b>
1	Baile An Chaistil Comhaltas	Ceol na nglinnti Festival	72	1000	1000
2	Ballycastle Community Development Group	Street Banners Showcasing Maritime Heritage of Ballycastle	84	1000	1000
3	Can Compass Advocacy Network Ltd	Ulster Scots & Irish Panto	74	1000	1000
4	Causeway Enterprise Agency	Pavestone @ the Designerie Workshops	80	1000	1000
5	Coleraine Art Society	Life Drawing Workshop Series	80	1000	925
6	Coleraine Music Festival Association	Coleraine Music Festival	68	1000	1000
7	Crafts with Love	Crafts with Pleasure	66	1000	600
8	Cushendun Building Preservation Trust	Cushendun BPT Schools Outreach Project with the Armagh Rhymers	94	1000	1000
19	Dunloy Comhaltas Group	Dunloy Comhaltas 2019-20	84	1000	1000
10	Glenariff Improvement	Glenariff – A Guide for Visitors	66	620	620
11	Glens of Antrim Comhaltas Group	Musical Celebration	76	1000	1000
12	Glor Leim AnMhadaidh	History & Culture Evening	80	1000	1000
13	Kids In After School Club	Kids Inn Arts, Culture & Heritage Summer Scheme 2019	66	900	620

	<b>Name of Organisation</b>	<b>Project Title</b>	<b>Assessment Score %</b>	<b>Amount Requested £</b>	<b>Amount Recommended £</b>
14	Kingdom of Dalriada Ulster Scots Society	North Antrim Traditional Culture, Arts & Heritage Project for 2019	94	975	975
15	Mae Murray Foundation	Family All-ability Interactive Arts	84	1000	1000
16	North Antrim Bands Forum	Learning New Arts & Crafts in the Ballymoney Area	72	1000	710
17	Osin OLG	Irish Language Classes	100	1000	1000
18	Portrush Summer Theatre	Portrush Summer Theatre	66	1000	1000
19	Pride of the Park Flute Band	Creative Arts & Heritage in Armoy	82	995	995
20	Puffin Artist Group	Women's Voices	68	1000	1000
21	St Brigid's Cloughmills PTA	Cloughmills Cultural Connections	80	1000	1000
22	St Mary's Rasharkin GAA Club	An Evening of Culture For All	88	1000	1000
23	Ullans Speakers Association	Halloween Arts & Crafts 2019	88	1000	1000
	<b>TOTAL</b>			<b>22,490</b>	<b>21,445</b>

### Ineligible CAH Applications

	Name of Organisation	Project Title	Assessment Score %	Amount Requested £	Amount Recommended £
1	Causeway Multicultural Forum	International Women's Day	-	1000	0

*This application was due to take place outside of the eligible programme period of April 19- March 20*

### Unsuccessful CAH Applications

	Name of Organisation	Project Title	Assessment Score %	Amount Requested £	Amount Recommended £
1	Antrim Glens Tourism	A Feast of Island Tales & Tunes	56	1000	0
2	Ballycastle Literary Festival	Ballycastle Literary Festival	48	1000	0
3	Cairns Residents Group	Art For All	52	1000	0
4	Causeway Yarnspinners	Small World Workshop	44	530	0
5	Girona Community Orchestra	Girona Community Orchestra	50	1000	0
6	Live Music Now	Music for Young & Old in Garvagh & Limavady	56	1000	0
7	Mid Antrim 150 Club Ltd	Ballymoney Motorcycle Show	50	1000	0
8	Portballintrae Community Development Group	Portballintrae Community Maritime & Prehistory Project	44	1000	0
9	Tapp Friens Community Group	Crafty Friens	40	1000	0