

MAKING AN APPLICATION TO ANS

Top Tips

Grants Policy 2018

Make sure your application is in line with our charitable objectives:

Arts Network Sutton (ANS) aims to promote, champion, nurture and act as a voice for the diverse range of arts in the London Borough of Sutton.

As a registered charity, ANS also seeks to advance the engagement of local residents in culture, most specifically the arts, and aims to support an increase in arts activities.

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Provide a brief description of your project. Tell us:

- What is the project? Include key facts:
 - Art form
 - Who are the participants
 - What will happen on workshop days
- When and where is it taking place?
- Who are the artists/organisations involved? Any partners?
- What will be achieved?

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What we also want to see:

All of these:

- The project is realistic/achievable.
- The project is well-planned/thought-through.
- The project is original and exciting.
- How people will know about your event.
- Plain English don't make assumptions about sector understanding.
- You care about the project.

At least one of these:

- The project will be something interesting for the Borough.
- The project will make a difference to the arts in the Borough.
- The project will develop the arts/artists/young people in the Borough.



In what way does your proposal reflect the grants criteria and the Arts Network Sutton Strategy.

- Make sure you have read the priorities/criteria.
- The criteria are your starting point, alignment with strategy (key points to follow) gets you Brownie points.
- Make sure you identify which criteria and priorities you reach.
- We are open to your personal response to the criteria.
- Ability to genuinely deliver against priorities will separate excellent applications from good applications.
- We do not expect you to change the world on £1,000. We are, and you should be, realistic.

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What ANS will fund:

- Events that engage the local community in high quality arts activity as audience or participants.
- Arts projects that involve collaboration and/or partnership working with local artists and organisations.
- Projects or activities that diversify access to arts in Sutton and encourage inclusivity.
- Creative activities that increase the wellbeing of Sutton residents.
- Creative activities that help to address one or more local need.

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Strategic Priorities

A better networked, up-skilled and more ambitious arts sector is our end goal and a more vibrant, revitalised, higher profile and better valued local arts scene will be the result.

ANS will focus its energies on events and activities that have potential to reach large audiences and can influence a cultural shift in the profile and perception of the arts in the Borough.

Supported outputs will celebrate the Borough's rich and diverse cultural life and develop community involvement.

inspiring and activating the membership to deliver high quality events and to work more collaboratively.



Strategic Priorities

Network Development

Developing network connectivity through improved communication and offering increased opportunities for networking.

Arts Development

Enhancing the skills, personal development, outputs and profile of artists and arts organisations in the Borough.

By encouraging increased arts activity in the Borough.

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Influencing Local Policy

Working with the London Borough of Sutton Culture Team and Arts Officer to support events and arts development within the Borough. Lobbying for increased value and support of the arts.

Working in partnership with the London Borough of Sutton on the development of the Market Place Sutton, Cultural Hub and Local Plan.

Working in Partnership

Creating strong, sustainable and strategic partnerships and alliances, internally and externally across the Borough, with our neighbours and other cultural providers.

ARTS NETWORK SUTTON

Please provide details of your previous experience in delivering activity of this kind:

- How is the project being managed?
- Who is managing/leading the project?
- Detail experience of running similar events.
- If you have not done this kind of thing before, detail any transferable skills.
- Who are the people who might be mentoring/supporting you?
- Which partners could support/bring specific expertise?
- We need to see it is going to be safe and well-managed.



Budget

- Provide clear detail.
- Provide full budget detail not just how you will spend the £1,000.
- Be realistic about your fundraising targets/income.
- The ANS grant should make a significant contribution to your project.
- Build in an appropriate contingency.
- Make sure your totals are the same.
- Make sure the maths works.
- We cannot fund profit.
- We cannot fund parties/launches etc. our funding has to be used for charitable purposes in line with our aims.
- Websites like Arts Council England, ITC, Writer's Guild give steer on fees/day rates.

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EXPENDITURE	
Artist fees	£2,500 (5 days @ £500 per day)
Staff costs	£450 (3 days @ £150 project manager)
	£1,000 event manager (5 days @ £200)
Marketing	£125 printing leaflets
	£150 marketing design cost (1 day @ £150)
	£150 roll up banners
	£75 leaflet distribution (10 hours leaflet hand-to-hand)
Materials	£175 Mixed media clocks
	£175 silk painting
	£175 mixed media materials
	£25 monoprinting
	£100 sundries (aprons, baby wipes, floor cover etc.)
	£25 drawing materials
Space/venue hire	£400
Travel	0
Other	£125 contingency

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INCOME	
Earned income e.g. ticket sales/workshop fees	£250 (250 participants @ £1)
In kind support (please detail)	£400 (free use library @ £400)
	£1,000 (5 free days donated by Janet Browne @ £200)
Oth er funding sources (please detail)	£2,000 Arts Inc Ldt Reserves
	£1,000 LB Sutton Community Grant
Amount requested from Arts Network Sutton	£1,000
TOTAL	£5,650

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Evaluation – we want feedback on:

- How many people participated/audience. What kinds of people benefited from your work.
- Number of workshops/education sessions (half day counts as one session).
- Number of performances/exhibition days/outcomes.
- What did you achieve? i.e.: new audiences, volunteer or community. development, skill development, new partnerships.
- What was the highlight of your project?
- Did you encounter any challenges?
- How did having Arts Network Sutton as a partner impact (positively or negatively) on the project?
- What has been / what do you hope will be the legacy of the project.