

# COMMUNITY SERVICES CAPITAL GRANTS PROGRAMME

## APPENDIX B5 - ARTS CAPITAL GRANT AID

The Council welcomes applications from eligible organisations for the following capital projects:

1. Artists work in public spaces
2. Building new and refurbishing existing arts facilities (e.g. new halls, dressing rooms, dance floors etc.)
3. Equipment including lighting and sound and musical instruments

Grant applicants must comply with the Community Services Capital Grants Programme guidance notes and complete a general application form.

Prospective applicants should contact the Arts Development Officer (ADO) regarding the feasibility of the application before completing the form. A meeting with the Officer may be required depending on the scale, complexity or likely impact of the project.

### Who should you involve?

Early involvement of the Parish Council and other local groups is essential. A good case for the project and its relevance to the locality should form part of the application.

### Other sources of funding

Please consult the Council's Funding Toolkit on [www.scamb.gov.uk](http://www.scamb.gov.uk). Advice from the Department of Culture Media and Sport is available from <http://www.culture.gov.uk/NR/rdonlyres/DEF88565-E0C7-4D9D-A18A-9DF3D79D80FB/0/guidetoartsfunding.pdf>

### Please note that arts capital grant applications will not be accepted if:

- SCDC is requested for more than 50% of the total cost
- the application includes revenue costs
- the application does not show significant community benefit
- the application includes equipment or upgrades which are not mainly arts based

### 1. Artists work in public spaces

'Public Art' refers to any contribution by artists in a publicly accessible location and will encompass:

- landscape design, tree planting and mazes
- painting, sculpture, ceramic, prints, mixed media and artist in residence schemes
- brickwork, terracotta and patterned tiling or slates
- doors, gates, engraved and stained glass
- lighting, metalwork, tapestries and carpets
- wood and stone letter carving, banners and original graphics
- seating, bollards, railings, clocks and boundary features

Applications are actively encouraged from parish councils and community groups for publicly accessible art, craft and design works— both permanent and temporary - involving commissioning

artists in new building, townscape and landscape developments and village enhancement schemes. Works eligible under this scheme are defined in the Council's public art policy (see <http://www.scambs.gov.uk/environment/planning/districtplanning/localdevelopmentframework/supportingdocument/publicart.htm> )

The Arts Development Officer can offer advice and support for parish councils and local organisations wishing to engage visual artists in village enhancement schemes. This can include contributions (normally up to £5,000) towards costs associated with the involvement of artists in projects which aim to have a positive impact on the natural and built environment, including

- Fees:
- advertising and selection costs
- the artist's idea, design and development fees
- the artist's commission fee
- consultant's fees
- project management costs
- Consultation / Community engagement:
- the costs of engaging local people, running workshops, education and training programmes
- exhibition and events
- recording the process ('documentation')
- Realisation:
- extra costs involved in carrying out artist's designs including materials, fabrication and transport costs
- marketing costs
- interpretation and evaluation costs
- a suitable contingency sum
- non-recoverable VAT

**The Council's capital arts grant aid fund** will not support large areas of paving, 'off-the-shelf' street furniture, lighting or public amenities. However, if the artist has had a particular role in the design of such items, contributions towards the extra costs that result from the artist's idea are possible. In these circumstances, artist's costs would be calculated as a percentage of each item.

For more information please contact Andy O'Hanlon Tel 01954 713343  
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## 2. Building new and refurbishing existing arts facilities

For the acquisition, design, construction, repair, renovation, rehabilitation or other capital improvements of a community facility for arts purposes. All of the following would qualify for consideration under this description:

- New construction.
- Additions to an existing structure.
- Renovations or repairs to an existing structure.
- Any combination of the above.

The Arts Development Officer can offer advice and support for parish councils and local organisations wishing to build new and refurbish existing arts facilities.

This can include contributions (normally up to £25,000) towards costs associated with:

- architectural competition costs
  - development costs
  - professional fees
  - construction costs
  - fit out and equipment costs
  - non recoverable VAT
  - inflation
  - contingencies
  - closure costs (temporary accommodation, removals, other disruption costs)
  - commissioning artists or craftspeople
  - training and equipment costs directly related to the building project
  - start-up costs, e.g., the re-launch of the new facility
  - additional staffing for specific work during the capital project
- Applications for grants in the later phases of building fundraising campaigns are welcome. Matching funds for Capital Grants may include private or public contributions designated to the capital project and received up to three years before the date of application.

Applicants awarded an arts facilities grant will only receive the sum or its instalments once the Council is assured that:

- matching funds have been received
- invoices for work performed on the project have been submitted to the Council

### 3. Lighting And Sound Equipment

Applications for **equipment** (normally up to £15,000) may include the cost of:

- sound and lighting equipment
- musical instruments
- vans, minibuses and trailers
- cameras, editing and video equipment
- box office equipment
- new media equipment for experimental artwork
- integrated IT solutions which develop an organisation's activities
- audio visual or multimedia equipment
- recording equipment
- broadcasting equipment
- equipment for making facilities accessible to people with disabilities

Applications can include the cost of training where it is directly related to the new equipment. Computers, touring equipment and vehicles are anticipated to have a working life of five years, and other equipment for 10 years.

The Council's art capital grant aid **cannot fund**:

- second-hand equipment
- uniforms and costumes
- consumable and disposable items, e.g. art materials, sheet music