**Visual Artist**   
**& Craft Maker Awards:**

**Highlands, Moray and Na h-Eileanan Siar**

2023-24 Bursaries

**Visual Artist and Craft Maker Awards: Highlands, Moray and Na h-Eileanan Siar**

in partnership with Creative Scotland

#VACMAScotland

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

**Applicant Details**

**Legal Name** *(for finance and contracting purposes):*

**Preferred Name** *(if different from your legal name)****:***

**Pronouns** *(optional)***:**

**Address:**

**Postcode:**

**Contact telephone number:**

**Email:  
  
  
Website:**

**Project start date:**

**Project end date:**

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

|  |  |
| --- | --- |
| **Artform** *(select one box only)* | |
| Visual Art |  |
| Craft |  |

**Summary**

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

*Please note that we may use this text for marketing and communications purposes if you are successful*.

**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 of your proposed activity and any preparation work you have done**.

**Is there any public element to the proposal?** If so, please tell us what it will involve and how you will reach or engage people?   
(Max 200 words)

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

**Equalities, Diversity and Inclusion**

**Please tell us how you will consider the principles of Equalities, Inclusion and Diversity (EDI) 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.  
(Max 250 words)

**Environmental Sustainability**

**Please tell us how you are responding to the climate emergency and the environmental impact of your proposed activity and/or wider practice?**   
(Max 250 words)

**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*.*   
(Max 150 words)

*Please note that 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*** *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, tell us why you are applying to this scheme?

*Please note that applications can only be accepted from artists and makers who live, work or hold a studio in the local authority area that they are applying to.*

**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** | | |
| **Source** | **Amount** | **Is this 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** |  |  |

**Artwork Submission Form**

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.

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

Please note that we cannot accept hard copy material. All supporting material should be sent as electronic files. If sending images or videos, please be mindful of the size of files. You may wish to compile these in a single document such as a PDF or include weblinks.

**Supporting Information - Checklist**

Please make sure you include the following documents when you submit your application form.

|  |  |
| --- | --- |
| **Please submit a copy of your current artist CV**  This helps us to understand what your experience to date. You can also include an artist’s statement if you wish. | **Y/N** |
|  | |
| **Letter of confirmation/support where applicable**  For example, if you are applying for the development of work for an exhibition or to participate in a residency, the panel will want to know what support the gallery / host organisation is providing. | **Y/N** |
|  | |
| **Examples of work**  You should submit up to 6 high quality images or up to 3 minutes of film/sound files. | **Y/N** |
|  | |
| **Equalities Monitoring form**  This form is anonymous and will be processed separately and has no bearing on your application. If you do not know some of the information or if you prefer not to provide it, you can fill in the ‘Prefer not to answer’ box. | **Y/N** |

**Use of Your Information**

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.

**Privacy Notice**

**High Life Highland** collect, store and process personal information to allow us to deliver a range of services to our customers. This webpage holds the Privacy Notices for all the areas in which we process personal information:

[**www.highlifehighland.com/gdpr/privacy-notices**](http://www.highlifehighland.com/gdpr/privacy-notices)

**How To Submit Your Application**

Completed applications should be emailed with the subject line **‘Visual Artist & Craft Maker Awards scheme application’** to:

**cathy.shankland@highlifehighland.com**

We are unable to accept late applications.

**\*Please note** that if you do not received confirmation of your application from us within 48 hours then phone Cathy Shankland on 01349 781735. Occasionally applications which have large attachments do not get through our IT system so please make sure that all attachments do not exceed a total of 8MB.

**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: