

Create

Money from the National Lottery to support the Arts

This document was written by **Arts Council of Wales**. It is an easy read version of ‘**Create – A National Lottery Arts Funding Programme**’.

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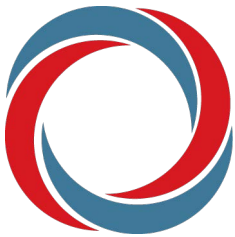
How to use this document



This is an easy read document. But you may still need support to read it. Ask someone you know to help you.



Words in **bold blue writing** may be hard to understand. You can check what all the words in blue mean on **page 24**.



Where the document says **we**, this means the **Arts Council of Wales**. For more information contact:

E-mail: grants@arts.wales

Phone: 03301 242733

Website: arts.wales/about-us/contact-us



This document was made into easy read by **Easy Read Wales** using **Photosymbols**. To tell us what you think about this easy read version, please [click here](#).

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Introduction



We have some money from the **National Lottery**. This money is called the **Create** fund.



The **Create** fund is money we can give to support arts projects.



This document tells you how to apply for this money.



There is another document you should read too. The other document is called **National Lottery Funding: what you need to know when making an application**.



Both these documents will help you to do a good funding application.

About the Create fund



We want to offer the **Create** fund to arts projects that everyone can enjoy.

Create could help you, your organisation, or your community to:



- make arts projects



- show arts projects



- come up with new ideas

- get training



- grow your business or change how you do business.

People we want to support



We want the arts to be for everyone. This is very important to us.



So we will give lots of thought to **equality**, **diversity**, and **inclusion** when we give out this funding.

Equality



Equality means treating everybody fairly.

Diversity means including people with different backgrounds, such as black, Asian and **minority ethnic** people. It also means including people from poorer areas. And people of different **sexualities**.



Minority ethnic people are people who live in places where most of the other people are a different race.



Sexuality is about who a person fancies.

Inclusion means everyone can take part.

Projects we want to support

Create funding is only for certain types of arts projects. Like:



Projects that support the same things as us. Like **equality**, **diversity**, and **inclusion**. And the Welsh language.



Projects that have a clear plan. And support lots of **creative** people. Now and in the future.



Creative people means people who make things.



Projects that will help to make the arts stronger and better in the future.

There are lots of different types of projects we want to support. Some examples are:



- Projects that come up with new ideas and new ways to enjoy the arts. Especially after Covid-19.
- Projects that will work even with **social distancing**. Like virtual and digital projects.



Socially distance means keeping 2 metres, or about 3 steps, apart to help protect against catching Covid-19.



- Projects that help arts businesses to change. So they are stronger in the future.



- Projects that help **creative** people to learn new skills.



- Projects that bring work and knowledge into Wales from other countries.



- Projects that support Welsh speakers. And Welsh or Welsh based **creative** people.

More about projects we want to support



We want to support projects that include all types of people. For example:



- people from different communities



- children, young people, and their families



- Deaf people and people with hearing loss, disabled people and **neurodivergent** people



Neurodivergent people are people whose minds work in different ways.



For projects with children, young people, or **vulnerable** adults, you must have **safeguarding procedures**.



Vulnerable adults are people who need support in their day-to-day lives.



Safeguarding procedures means rules about keeping people safe.

Projects we cannot support

Because of Covid-19, there are some projects we are not likely to support. For example:



- Projects held inside before Autumn 2021.



- Big projects in 2021 where it might be hard to **socially distance**. Even if they are outside.



- Projects that include travelling around the country before Spring 2022.



- Projects that include travelling to other countries in 2021.



We will listen to what the Welsh Government and Public Health Wales say about when it is safe.

Who can apply



Organisations and individuals can apply.

How much money could you get?



You can apply for **£500 to £50** thousand.



Depending on how much you apply for, we might give you the money in parts.



There are rules about how much money we can give for different types of projects. Like training. Or festivals.



We can help you with money for most of your project. But not for all of it.



Managing money can be hard. Especially for big projects.



If you have a big project, we will check that you can manage it.



Even if you cannot have **National Lottery** money for some reason, you can still apply.



When you apply, include a letter saying why you cannot have **National Lottery** money.



If you have a good application, we might be able to find you money from somewhere else.

When to apply



You can apply for up to **£10 thousand** anytime from **May 2021**. There is no deadline to apply for this money.

If you want to apply for **more** than **£10 thousand**, there are three chances to apply:



- For the **first chance**, you need to apply before 5pm on **3 June 2021**.



- For the **second chance**, you need to apply before 5pm on **25 August 2021**.



- For the **third chance**, you need to apply before 5pm on **13 October 2021**.



We cannot give you money for projects that have already started.

Checklist

Before you start your application, use this check list:



- Are you allowed to apply?



- Did you give us all the documents we need?



- Are you sure your project supports the things we care about?



- Is it a type of project we said we want to support?



If you answered **yes** to all the questions, you are ready to start your application.

Help with your application

If you need help with your application or if you are not sure you can apply, contact us at:



Website: arts.wales/about-us/contact-us



E-mail: grants@arts.wales



Phone: 03301 242733



Facebook: [Arts Council of Wales](https://www.facebook.com/ArtsCouncilofWales)



Twitter: [@Arts_Wales](https://twitter.com/Arts_Wales)



Instagram: [celfcymruarts](https://www.instagram.com/celfcymruarts)

What information we need



We cannot give money to everyone. So it is important that you put a lot of thought into your application.

A graphic of an application form titled 'Application Form'. It has four sections: 'Name', 'Address', 'Education', and 'Work Experience', each with a small icon and a text input field.

Your application form will ask for information about you. And about your project.

About you



We will need to know information about you. Like:

- Your contact details.
- What language you want to use.
- Your bank account details.
- Your skills and experience.
- How this project will help you to get better at your work.

About your project



We will need to know information about your project. Like:



- What your project is called.
- What your project is about.
- Why you want to do this project.



- When you project starts and ends.



- Where your project will be.



- How much money you will need. Including how much money you need to make the project **accessible**.

Accessible means something that is easy to get to or to use.

How you will support things we care about

It is important that you tell us **how** and **why** your project will support the things we care about. **Like:**

Equality



- **Equality** in the arts



- **Diversity** in the arts



- **Inclusion** in the arts

- Making the arts more successful in the future



- The Welsh language



- Protecting the environment

The benefits of your project



We need to know how your project will benefit different people and communities.

For example:



- Who is the project is for?

- How will your project support people and communities?



- How will you support **inclusion**?

- How will your project support the arts? Now and in the future?



- How will your project support **creative** people? Now and in the future?



- How will you make sure people get paid fairly?

Telling people about your project



It is important you plan how to tell people about your project.

We will want to know:



- How you will tell people about your project.
- Where you will tell people about your project.



- Who will help you?
- How will you tell people what you learnt from doing your project?

Managing your project



It is important that you can manage your project.

We will want to know things like:



- Is your project broken into different parts?
- Who will be working on the different parts of your project?



- How will you make sure your project is going well?
- How will you make sure your project is good quality?



- How will you follow Welsh Government and Public Health Wales rules about Covid?
- What will you do if Covid rules change?

More details about your project



We will want to know more details about your project too. **Like:**

- What types of art will there be in your project? For example, music, crafts, or poetry?



- What different activities will there be in your project?
- How will you show your work? How many times? And to how many people?

Extra information



If you want **more** than **£10 thousand**, tell us some extra information about your project.



Do not send us more than 5 pages of extra information. And make the font size 12 points or more.

Hard words

Accessible

Accessible means something that is easy to get to or to use.

Creative people

Creative people means people who make things.

Diversity

Diversity means including people with different backgrounds, such as black, Asian and minority ethnic people. It also means including people from poorer areas. And people of different sexualities.

Equality

Equality means treating people fairly.

Inclusion

Inclusion means everyone can take part.

Minority ethnic

Minority ethnic people are people who live in places where most of the other people are a different race.

Neurodivergent

Neurodivergent people are people whose minds work in different ways.

Safeguarding procedures

This means rules about keeping people safe.

Sexuality

Sexuality is about who a person fancies.

Socially distance

This means keeping 2 metres, or about 3 steps, apart to help protect against catching Covid-19.

Vulnerable adults

Vulnerable adults are people who need support in their day-to-day lives.