

APPENDIX A BCC Cultural Investment Programme

The purpose of our Cultural Investment Programme is to make arts and culture accessible for all.

Organisation or individuals receiving funding will have to demonstrate original, imaginative and high quality arts and cultural activity which meet the key priorities of the funds, namely –

- Developing Bristol’s reputation as one of the UK’s leading cultural cities.
- Advancing diversity and equality in arts and culture
- Supporting the delivery of the BCC corporate strategy

Linked to Bristol’s Cultural futures and the Bristol City Council Corporate Strategy, our new investment programme will be split into 3 streams:

Originators- This stream will fund small to medium size organisations or individuals to deliver small scale activities, testing new ideas and partnerships, working with local communities and offering quality participatory experiences for Bristol citizens. It will be for short term activity (less than 12 month) and will be for no more that £5K.

Imagination-This stream will fund significant organisations who have imaginative projects and programmes which increase access to arts and culture, reinforce Bristol’s reputation as a cultural city and work with Bristol’s diverse communities. It will be for programmes or projects over a 2 year period and will be for between £5K to 40K match funding per annum.

Openness- This stream will fund significant organisations in the city which support the cultural ecology, contribute to Bristol’s cultural identity and demonstrate leadership and generosity for the wider sector. They will meet all of our aims and will be generous with their expertise and world class programme for the benefit of the city. This is 4 year core funding for established organisations who have an all year round programme.

Current funding profile

| | 2018/19 | 2018/20 | 2020/21 | 2021/22 |
|-------------------------|----------------|----------------|----------------|----------------|
| Creative Seed | 45000 | 45000 | 45000 | 45000 |
| Community Festivals | 25000 | 25000 | 25000 | 25000 |
| Key Arts Provider (KAP) | 755690 | 755690 | 755690 | 565690 |
| Total | 825690 | 825690 | 825690 | 635690 |

Indicative New Cultural Investment Programme

| | 2018/19 | 2019/20 | 2020/21 | 2021/22 |
|-------------|----------------|----------------|----------------|----------------|
| Originators | 85,000 | 85,000 | 85,000 | 65,138 |
| Imagination | 240,000 | 240,000 | 240,000 | 170,000 |
| Openness | 500,690 | 500,690 | 500,690 | 400,552 |
| Total | 825,690 | 825,690 | 825,690 | 635,690 |

Timescales for 2017/18

| | Apr-17 | May-17 | Jun-17 | Jul-17 | Aug-17 | Sep-17 | Oct-17 | Nov-17 | Dec-17 | Jan-18 | Feb-18 |
|----------------------|--------------------------------|-----------------|----------------------------|-------------------------|--------|---|--------|-------------------------|--|--------|-------------------------------|
| Originators | prepare structure and criteria | prepare process | Cabinet decision 26th June | | | Open for bids and EOI process 15th Sept | | Close for bids 15th Nov | Assess | Assess | Publish successful candidates |
| Imagination | prepare structure and criteria | prepare process | Cabinet decision 26th June | Open for bids 11th July | | Close for bids 12th Sept | Assess | Assess | Cabinet sign off 5th Dec/publish successful candidates | | |
| Openess & generosity | prepare structure and criteria | prepare process | Cabinet decision 26th June | Open for bids 11th July | | Close for bids 12th Sept | Assess | Assess | Cabinet sign off 5th Dec/publish successful candidates | | |

Timescales over the 4 years

Programme Aims

AIM 1. Developing Bristol's reputation as one of the UK's leading cultural cities

AIM 1 - OBJECTIVES:

- Support artistic excellence, ambition and innovation
- Develop learning and career pathways within the cultural sector
- Support development of organisations to ensure resilience
- Contribute to the economic vitality of the city and increasing its national and/or international standing

AIM 2. Advancing diversity and equality in arts and culture

AIM 2 – OBJECTIVES:

- Actively encourage the diversity and fair selection of artistic programme and talent development
- Have a strong understanding of your current audience profile and actively addressing barriers to participation in arts and culture
- Demonstrate Sector Leadership in diversity and equality, working proactively to diversify governance, staff and volunteers (Equality and Diversity policy in place or in development)

AIM 3. Support the delivery of Bristol City Councils wider Corporate Strategy

AIM 3 – OBJECTIVES:

- Improving wellbeing and health through arts and culture
- Demonstrate the impact of arts and culture on priority groups
- Increase participation in arts and culture across the city
- Prove organisations are environmentally and socially responsible

Cultural Investment Programme - Process for Assessment

The process for assessment of the Cultural Investment Programme is as follows;

Stages within the process of issuing the funding streams

1. Funding Stream/s announced – advertised via BCC website and distributed to relevant networks via email, press release and social media channels
2. Closing date for Applications – there will be a minimum of 6 weeks in which to apply from the time the application process is opened.
3. Assessment of applications - (for Imagination and Openness streams, this will be a 2 stage process, involving officers and councillors).
4. Announcement of successful applications – directly to recipients.
5. Contract / Agreement – milestones, objectives and targets agreed.
6. Funding issued
7. Reporting back from successful applicants on completion of milestones within agreed timescale
8. Evaluation of the programme

After Cabinet decision there will be no appeal process.

Originators – how are applications assessed?

These applications are assessed by a minimum of 3 Bristol City Council officers, in a panel chaired by the Arts and Events team and will include others involved in community engagement &/or equalities. They will assess the applications using a transparent scoring system. An additional support mechanism will be in place whereby applicants can submit an expression of interest in advance of applying and BCC officers will offer advice on the strength of their application and areas they would need to improve to be eligible.

The maximum amount of funding available to apply for within the Originators stream is £5,000.

The total amount within the Originators fund is up to £85,000 per annum.

The fund will prioritise areas which have multiple indices of deprivation

Imagination and Openness & Generosity streams – how are applications assessed?

1. Funding Stream/s announced – advertised via BCC website and distributed to relevant networks via email, press release and social media channels
2. Closing date for Applications – there will be a minimum of 6 weeks in which to apply from the time the application process is opened.
3. Assessment of applications - this will be a 2 stage process, involving officers and councillors.
4. Announcement of successful applications – directly to recipients.
5. Contract / Agreement – milestones, objectives and targets agreed.
6. Funding issued

7. Reporting back from successful applicants on completion of milestones within agreed timescale
8. Evaluation of the programme

Stage 1 Assessment process of the Imagination and Openness streams

Applications are assessed by a minimum of 5 Bristol City Council officers, in a panel chaired by the Head of Culture and involving members of the Arts and Events team and other council officers with relevant expertise in the areas of Community Engagement, Equalities, , Legal and Business/Finance.

They will assess the applications using a transparent scoring system, against the criteria published along with the guidelines.

Applicants will need to demonstrate how they meet the Key Priorities of the Cultural Investment Programme.

The results of this Stage 1 assessment will be presented as recommendations for the Stage 2 panel.

Stage 2 Assessment process

The panel will consist of a cross-party group of Councillors that will be chaired by an independent professional. The panel will be presented with the recommendations of the Stage 1 panel and will be required to make a final assessment and recommendation to take to cabinet on the funding amounts and the recipients.

The funding decision made by the Stage 2 panel will then be taken forward for final cabinet decision at the next available meeting.

The results of the funding issued will be published on the council's website, once successful recipients have been informed.

Eligibility checklist

To be eligible for funding you must be able to answer 'yes' to all of the following questions:

1. Is your registered address within the local authority boundary of Bristol City Council?

Funding is restricted to those organisations based within the city ward boundaries.

2. Does your organisation, programme of activity, or project contributes to our 3 key priorities described below?

- Developing Bristol's reputation as one of the UK's leading cultural cities.
- Advancing diversity and equality in arts and culture
- **Support the delivery of Bristol City Councils wider Corporate Strategy**

3. Do you have a UK bank account?

Applicant organisations must have a UK bank account registered in the name of the delivery organisation or individual.

4. Are you a not for profit organisation (e.g. charity, CIC etc.)?

Applicants must be **non-profit making** organisations which are independent of the public and private sector. Charities and non-profit sharing Community Interest Companies (CICs) are eligible for funding. We cannot offer funding to schools housing associations or Registered Social Landlords (RSLs). However they may be involved as partners and participants in proposed projects.

5. You/ your organisation is committed to having the appropriate insurances and licences in place for your proposed activities? e.g. public liability insurance, employers liability cover, PRS/PPL etc.

6. You are not applying for or in receipt of any other Cultural Investment funding from BCC?

Originators

You are not applying for more than £5,000?

Your activity will take place within the financial year?

Are you committed to our diversity and equality statement? Please sign the statement

Are you able to match this funding with at least 25% (of the total budget) from other sources outside of Bristol City Council? i.e. the grant must not form more than 75% of your total budget. (This can include 'In Kind' contributions but not all staff time)

Imagination

You are applying for between £5,000 and £40,000?

Are you able to match this funding with at least 25% (of the total budget) from other sources outside of Bristol City Council? i.e. the grant must not form more than 75% of your total budget. (This excludes all 'In Kind' contributions)

Do you have an adopted governing document that is over 6 months old?

There must be a signed and dated constitution or memorandum and articles of association. This will need to be in the name of the applicant organisation and define how the organisation will operate including; meetings, objectives, finance, and dissolution. Successful applicants will be required to provide this information.

Do you have an equal opportunities and diversity policy?

Openness

Are you applying for less than 5% of your organisational total turnover?

Do you have an adopted governing document that is over 12 months old?

There must be a signed and dated constitution or memorandum and articles of association. This will need to be in the name of the applicant organisation and define how the organisation will operate including; meetings, objectives, finance, and dissolution. Successful applicants will be required to provide this information.

Do you have an equal opportunities and diversity policy?

Do you have an all year around programme?