



2022 Local Cultural  
Festivals and Events Fund  
Information Session

**CULTURE**  
EDINBURGH



## Celebrating Edinburgh's local cultural festivals and events; contributing to sector capacity building and stability

- This funding has been allocated to support **capacity building and stability** of local cultural festivals and events. It is intended to provide strategic funding and guidance to further develop and strengthen the skills, planning, processes, and resources that local cultural festivals and events need to survive, adapt, and thrive in a fast-changing sector. Our cultural activity and offer continues to be a crucial contribution to the city's success as an exceptional place to live and work.
- With the aim of contributing towards strengthening the festival and events sector across Edinburgh, applications are sought for awards of between £5,000 and £20,000 from organisations that identify routes to organisational stability, strategic (artistic / business) development and creative engagements which are relevant and appropriate to their needs and operational models. The fund is also intended to encourage organisations to test and trial new working models and greater collaboration with sector partners to enable on-going resource sharing and peer learning.



## Purpose of Scheme

- The Fund is aimed at local cultural events and festivals who intend to strengthen their role in Edinburgh's cultural calendar by introducing new ideas to improve their offer, better engage with partner organisations and audiences as well as business and event/festival production models.
- The Fund prioritises capacity building proposals presented by individual festivals and events or groupings of festivals or events. The proposed activity outlined in the submissions should best serve organisations' needs and ambitions as well as respond to the changing events and festivals industry environment.
- It offers a new funding opportunity for proposals that outline clear plans surrounding organisational capacity development and stability. For example, by introducing improvements to staffing levels, volunteering opportunities, governance, strategy development, business / funding models etc.



## Purpose of Scheme: Capacity Building Programme

- Online and in-person sessions
- Nurturing Equitable Partnerships with Asif Khan (The Scottish Poetry Library)
- PR & Comms Campaigns for Festivals and Events with Arusa Qureshi and Halina Rifai (We Are Here Scotland)
- Fundraising for Festivals and Events with Natalia Lewandowska (Corra Foundation)
- Digital Marketing with Jeda Pearl Lewis (Scottish BPOC Writers Network)
- Project Development and Fundraising for Creative Productions with Mhari Robinson (Independent Arts Projects)
- Governance with Catriona Reynolds (Arts & Business Scotland) and Prof David Stevenson (QMU)
- Community Engagement, Finance and Accounting (TBC)
- Curate-It App with Justine Atkinson (Aya Films)



## Eligible Events / Festivals

- **Existing established individual Festivals and Events or Consortia/Groupings of existing established Festivals and Events (a minimum of 3 organisations)** must be Edinburgh-based and take place within the City of Edinburgh boundary with Edinburgh-based partners.
- **A constituted organisation** that can provide a copy of their constitution / Memorandums & Articles and latest accounts that meet as a minimum the essential elements and requirements of the Office of the Scottish Charity Regulator (OSCR).
- Organisations, festivals, or events that have received Events or Strategic Partnership funding from the Council within the current financial year are not eligible to apply. In addition, a revenue-funded Strategic Partner organisation or Grouping cannot lead on an application and if they are in receipt of Strategic Partnership grant funding of more than £50,000, they cannot directly receive this project grant funding.
- **Only one application per organisation / grouping** can be considered.
- Those who successfully apply to this Fund are eligible to apply for the Diversity & Inclusion Fund and Creative Practitioners/Artists Programmes if they present, or are part of, a new partnership/project for consideration.



## Fund Criteria and Priorities

### FUND CRITERIA:

Applications will be assessed against the following criteria:

- they are an existing established cultural festival or event or a consortium of existing established cultural festivals or events,
- they outline demonstrable further organisational development,
- they present ideas for strengthening the event's / festival's positioning in Edinburgh's cultural calendar and
- they create opportunities for improvement of the event / festival offer.

### FUND PRIORITIES:

The panel will take the following priorities into consideration:

1. Strong track record providing evidence of programme delivery, engagement and impact.
2. Partnership/collaboration working with industry, community and/or business partners - a City and Culture Plan funding priority; and
3. Live and/or digital programming supporting the local creative sector.



## Eligible Costs

**Activities supported might include, but are not limited to, the following:**

- Direct event / festival costs (please see exclusions)
- Capacity building and Professional development
- Business and practice development
- Developing collaborations and connections
- Audience Development and Community Engagement
- Digital (marketing and engagement) capability

Please note that all project facilitators, artists, creatives, managers involved in the project delivery are expected to be remunerated as per industry rates.

**Funding cannot support:**

- press events or launches;
- international travel expenses;
- the purchase of equipment items available for hire (e.g. staging, PA systems, projectors) or capital projects; or
- activities which primarily take place outside Edinburgh.

# Assessment Process

## I. Individual / Independent Review

0	Response missing or unacceptable. No clear response to criteria in the submission
1	Marginal response. The submission provides low level of confidence that the criteria would be delivered in a satisfactory way
2	Acceptable response. The submission provides a moderate level of confidence that the criteria would be delivered in a satisfactory way
3	Good response. The submission provides a good level of confidence that the criteria would be delivered
4	Excellent response. The submission provides a high level of confidence that the criteria would be delivered or exceeded

## 2. Panel Meeting: Discussion and Decision

Festival / Event Offer	Capacity Building / Stability	Impact	Budget Planning
3.00	3.00	3.00	3.00
Weighting % of the final score: 30%	Weighting % of the final score: 30%	Weighting % of the final score: 30%	Weighting % of the final score: 10%
0.90	0.90	0.90	0.30
<b>Total weighted score: 3.00</b>			



# Timeline



\*Please note that the funding award for successful applications of £10,000 and higher will be divided into two payments (70% on receipt of a signed funding agreement and 30% following the submission and approval of a project report on completion of project).

# Key Information




## CLOSING DATE

**31 August 2022**

**(23:59 GMT)**

## HOW TO APPLY

**Applications and further guidance is available on the Consultation Hub.**



## SUPPORT

Please contact

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if you require advice on your application.