VACMA Equalities Monitoring Form

**Who should complete this form?**

The Equalities Monitoring Form is used to give us essential statistical information about who our applicants are, and who we’re funding.

If you have applied to us for funding, we now ask you to also complete this form and submit it along with your application form.

**Alternative Formats and Languages**

We are committed to offering clear and accessible application processes and programmes that are open to everyone. On request this information is available in alternative formats including translations and access support is available for disabled applicants.

**Equalities Monitoring** Background

We put equality at the heart of our activity, and we aim to acknowledge and reflect the diversity in Scotland today in all our work.

To monitor the type of applications we receive and the investments we award, we need to collect information which does not directly relate to our assessment of your application. We include questions on age, gender, ethnicity, disability, and sexual orientation - all defined ‘protected characteristics’ in [**The Equality Act 2010**](http://www.equalityhumanrights.com/advice-and-guidance/new-equality-act-guidance/). We also include a question on Gaelic language.

It is important that you provide this information to assist our reporting in line with the above act and to help us to improve our services.

In providing your completed response along with your application form, you are giving explicit consent for us to use this data for statistical reporting.  The data is managed confidentially, is not personally attributable, will not have any bearing on your application for funding and is processed in accordance with the Data Protection Act.

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.

**Please now tell us about yourself. Please mark an X against the relevant boxes, unless asked otherwise.**

**AGE**

How old are you?

|  |  |
| --- | --- |
| 16-24 years |  |
| 25-30 years |  |
| 30-44 years |  |
| 45-65 years |  |
| 65+ years |  |
| Prefer not to say |  |

**DISABILITY**

Do you have any of the following conditions which have lasted, or are expected to last, at least 12 months?

|  |  |
| --- | --- |
| Non-disabled |  |
| Visual impairment |  |
| Hearing impairment/deaf |  |
| Physical disabilities |  |
| Cognitive or learning disabilities |  |
| Mental health condition |  |
| Other long term/chronic condition |  |
| Other (please specify) |  |
| Prefer not to say |  |

**GENDER**What is your gender?

|  |  |
| --- | --- |
| Male |  |
| Female |  |
| Other |  |
| Prefer not to say |  |

**SEXUAL ORIENTATION**

Creative Scotland is a member of Stonewall’s [**Diversity Champions**](http://www.stonewall.org.uk/at_work/diversity_champions_programme/default.asp) programme.

We therefore include the following question with our partners, to monitor the degree to which our policies and funding opportunities are gay-friendly.

Which of the following options best describes how you think of yourself?

|  |  |
| --- | --- |
| Heterosexual/Straight |  |
| Gay/Lesbian |  |
| Bisexual |  |
| Other |  |
| Prefer not to say |  |

**ETHNICITY**

What is your ethnic group? Please indicate which best describes your ethnic group or background.

|  |  |
| --- | --- |
| White Scottish/White British |  |
| Irish |  |
| Gypsy/Traveller |  |
| Polish |  |
| White Other (please specify) |  |
| Asian/Asian Scottish/Asian British |  |
| Chinese/Chinese Scottish/Chinese British |  |
| African/African Scottish/African British |  |
| Caribbean/Caribbean Scottish/Caribbean British |  |
| Black/Black Scottish/Black British |  |
| Arab/Arab Scottish/Arab British |  |
| Mixed or Multiple Ethnic Groups, please specify:  |  |
| Other (please specify) |  |
| Prefer not to say |  |

**GAELIC LANGUAGE**

Do you speak Gaelic?

|  |  |
| --- | --- |
| Yes |  |
| No |  |

**PROJECT FOCUS**

**If relevant, roughly, what percentage of your application/project has a specific focus on developing the following themes?**

|  |  |
| --- | --- |
| Minority ethnic |  |
| Disabled people |  |
| LGBTI |  |
| Gender group |  |
| Children and Young People (0-25) |  |
| Older People |  |
| Faith/Religion |  |
| Health/Wellbeing |  |
| Not Applicable |  |

**MONITORING**

We are asking for the following information to understand and evaluate our schemes better. The information will not be used as part of the assessment process.

|  |
| --- |
| **Artform** tick one box only |
| Visual Art |  |
| Craft |  |

|  |
| --- |
| **Is there an international focus?** |
| Yes |  |
| No |  |

|  |
| --- |
| **What is the main focus of your application?** Tick one box only |
| Research |  |
| Skills Development |  |
| Development of New Work |  |
| Presentation |  |
| Residency |  |
| Reaching New Audiences |  |

|  |
| --- |
| **Number of years developing your practice outside of education** |
| Less than 3 years |  |
| Between 3-5 years |  |
| 5 – 10 years |  |
| 10 – 20 years |  |
| 20 + years |  |

**Thank you for completing this form.**

**Please now submit this by email along with your application form.**

Please note: the Equalities Monitoring Form is anonymous and will, on receipt, be processed separately from your application. The data is managed confidentially, is not personally attributable, will have no bearing on your application for funding and is processed in accordance with the [Data Protection Act](http://www.creativescotland.com/resources/our-publications/policies/data-protection).