APPLICATION GUIDANCE

**About Lincoln Creates**

**Lincoln Creates** has been made possible with funds raised from the public auction of the Imps in September 2021 and a £20,000 contribution from Lincoln BIG. It provides grants to artists and/or creative businesses seeking to deliver artistic projects in Lincoln city centre. Projects can be interpreted as installations, exhibitions, street decorations, performances, or workshops – we are open-minded to ideas across all artforms. **Grants will range from £500 - £5,000**. The fund may be able to support **up to** 100% of project costs.

Lincoln Creates is seeking to support projects from local artists that enhance the city centre during 2024 – animating Lincoln to increase footfall and support local businesses.

**We’re particularly keen to support artists wishing to work in collaboration with local businesses.**

Lincoln Creates will be administered by Lincoln BIG with support from partners, including local arts organisations. Local authorities, public bodies and the educational sector will not be eligible for support.

**Project Ideas**

Lincoln Creates focuses on collaborative arts and creative projects that will enhance Lincoln city centre. Activities must be project-based and take place within 6 months of the grant being awarded. The fund will not support core organisational activities such as ongoing running costs and overheads.

Lincoln Creates **will not** support the following types of activities:

* Retrospective activities or costs.
* Salaries, equipment, or buildings, such as rent, insurance and maintenance costs.
* Costs that are already paid for by other income including your own funds or any other funding.
* Repeat or continuation of annual arts events.
* Fundraising activities, such as charity galas, that do not benefit the arts.

**Project Objectives**

Applications must be able to describe how their project meets **one or more** of the following:

**Lincoln Creates Objectives:**

* Develops and encourages collaboration between Lincoln based creative practitioners and businesses.
* Supports the city centre events programme.
* Enhances local image and identity through arts and culture.
* Provides innovative and inspiring creative content and process.

**Successful recipients of Lincoln Creates will be required to:**

* Acknowledge the support of Lincoln Creates in all relevant publicity and promotional materials.
* Share audience and financial figures as requested.
* Work in partnership with local organisations including Lincoln BIG to ensure the activities are aligned with wider city events, and cultural and visitor economy activity.
* Submit a Final Activity Report demonstrating the impact of the Award.

**How to Apply**

To be considered for a grant, your application must:

* Evidence how the project will meet Lincoln Creates objective/s.
* Detail what support, if any, will be required from Lincoln BIG.
* Demonstrate how your idea has considered the practical aspects of delivery and display.
* Be able to spend the grant within 6 months of receipt of funding.
* Some projects may require formal permissions before they can start or be delivered, in such cases evidence of the permissions being granted will need to be provided before a grant is paid.

1. Complete the Application Form
2. Submit to: [**yvette.mills@lincolnbig.co.uk**](mailto:yvette.mills@lincolnbig.co.uk)
3. Be prepared to present and discuss your ideas to the panel, in whatever format you prefer.
4. Be prepared to answer questions and provide further evidence as part of the assessment process.

**The deadlines to submit Application Form(s) are:**

* **Friday 3rd May 2024 - 5pm**
* **Friday 27th September 2024 – 5pm**

The proposed dates to discuss your project with the Lincoln Creates panel are **Tuesday 4th June 2024** **& Tuesday 5th November respectively.**

**If you have any questions, please contact Yvette Mills –** [**yvette.mills@lincolnbig.co.uk**](mailto:yvette.mills@lincolnbig.co.uk)

**Thank you for your application.**

**Assessment**