



ELMLEY SMALL GRANTS ARTS FUND

Arts Equipment Grant Guidelines

The Elmley Small Grants Arts Fund has a capital scheme to help with the purchase by community groups of arts equipment for small, local projects. Although you can apply for up to £1,000, it is anticipated that most grants will be less than this.

To be eligible for a grant from this Fund, your application **must**:

- Be for arts equipment to be used in Herefordshire or Worcestershire.
- Have a total cost of no more than £5,000

You can apply for the total cost if this does not exceed £1,000. However, for purchases over £500, priority will be given to applicants who are not asking for the total amount from the Fund.

In addition, priority will be given to purchases which feature one or more of the following:

- Are locally generated and controlled
- Equipment used regularly or where there are plans for long-term usage
- Located in areas where there is little or no existing arts activity
- Encourage and develop participation in new arts activities
- Encourage new audiences to experience high quality arts activities
- Equipment which will be used by more than one group
- Small local community projects

Please note that we will not fund:

- Applications from schools or other educational organisations; Local Authorities or other statutory bodies
- Activities exclusively for school children or college students in school/college time
- Applications from individuals
- Purchases with a total cost of over £5,000
- Requests to pay off loans or deficits
- Items which have already been purchased
- Computer hardware or software; cameras and camcorders; costume and clothing; sets, consumables and materials for one-off productions or activities

The information you need to apply to this Fund is given on the application form.

For information on other sources of funding and advice on running your group, visit the website of the Voluntary Arts Network at www.voluntaryarts.org. Please note that we expect to receive more applications than we have funds to support. Even if an application fits the Fund's priorities, it may not be possible to make a grant. An independent panel meets quarterly to consider all eligible applications and to decide which will be supported.

* Please note if you have already received a grant under this scheme you can not apply again until 18 months after the date of that application. *

Please return completed application forms to:

Elmley Small Grants Arts Fund Administrator
Community First, Elmley Small Grants Arts
Fund Administrator

Community First,

First Floor

Unit 3 Harmac House

Chequers Close

Enigma Business Park,

Malvern,

Worcestershire WR14 1GP

Please visit www.comfirst.org.uk/elmley_small_grants_arts_fund to check the deadline dates and the dates on which the panel makes decisions.

Administered by:

