**Outdoor Events Fund 2024-25**

Please note, as there are a limited number of grants, only one application may be considered per individual or organisation for each round. If an individual or an organisation has been successful in applying for this funding already within the same financial year, preference may be given to first time applicants.

1. **About you**

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| Name of lead contact and organisational role: |  |
| Email: |  |
| Address: |  |
| Phone Number: |  |
| Organisation (if applicable): |  |
| Website: |  |
| Social Media: |  |

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| Please provide a summary of your organisation’s aims (or you if applying as an individual) and any work you have recently done or achieved (max 200 words) |
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**B. About the event**

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| Event name: |  |
| Proposed Date of Event: |  |
| Where in Gloucester will your project be delivered? Please include area, venue(s) and their postcodes |  |

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| 1. **Please provide a summary of the project and describe in detail what the grant will allow you to do** (max 800 words) |
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| 1. **Please provide a list and description of artist(s) involved and their role(s) in the project along with any of their website links** (max 400 words) |
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| 1. **Partnerships – Are you working in partnership with any cultural organisation(s) or other partners?**Are these partners confirmed for this project?Who and how are they involved/how will this partnership work? *(Max 400 words)* |
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| 1. **Who is the project aimed at?**Please consider your audience. Who are you trying to engage and why? How do you know there is a need for this project? How will you reach and engage them?*(Max 400 words)* |
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| 1. **Please highlight any measures listed that you are taking to consider the environmental sustainability of your project.** Please consider the overall environmental impact of your project from planning to completion.  * Encouraging sustainable travel * Using sustainable materials (Including recycled and/or compostable materials, locally sourced goods, reusing products) * Reducing noise and / or light pollution * Using green energy/ renewable energy sources * Recycling all waste created by the event * Banning single use plastic   Describe below any other ways in which you will consider sustainability and the environment: |
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| 1. **Please highlight the ways this event will aim to minimise social and physical access barriers to events.**It is important to reduce discrimination through safeguarding and ensure equal opportunity is integrated in your policies at events. Please add any other ways your event will consider accessibility, equality, diversity and inclusion for all.  * Event is organised specifically by/for those with protected characteristics as defined by UK law * The event considers suitable content for all ages * The event provides volunteering opportunities * The event only uses spaces which are fully accessible * The event is accessible by public transport * The event provides resources in multiple languages where possible,  including BSL and/or captioning * There is availability of an interpreter at the event where required * The event will include relaxed / informal performances * The event will include food/ drink options for all, and that does not discriminate against those with religious or ethical beliefs or any other intolerances/ allergies   Describe below any other ways in which your event will consider access and inclusion: |
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| 1. **How will you evaluate your project?** Please include your survey methods (Max 300 words) |
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**C. Gloucester Culture Strategy Objectives**

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| ***Please highlight two of the seven Cultural Strategy objective(s) which your proposal best supports.****Please note that only two options must be selected and there are NO additional points to be gained by choosing more than two. It is better to be specific and detailed in explaining how the project will deliver on each objective.*   * **Embed Culture in the City** * Work with local artists, arts and heritage organisations * Work with local communities in particular diverse and less culturally engaged wards in the city. * **Build the Cultural and creative industries** * Develop artists, arts and heritage organisations * Offer Training Development Programmes * Offer training opportunities * Develop participation and talent development programmes * Develop skills and leadership in arts and cultural production * **Broaden the cultural offer to support socio and economic development** * Bring inspirational and quality culture to the city * Work with national and international cultural organisations, artists and producers * Provide grass roots activity * Work with community partners eg: Active Gloucestershire, NHS – to benefit health and wellbeing * Work with residents and wards which are particularly culturally disengaged * **Audience Development** * Knowledge and understanding of your target audience * Marketing awareness and plan * Use of heritage, unused and unusual spaces * Use of Kings Square as a hub of activity * Evaluation plan * **Put Gloucester on the Cultural Map** * Combine heritage , arts and communities * High profile cultural events and activities * Work with local, national and international artists, arts organisations and producers * **Momentum for Change** * Work with and develop strategic and funding partners * **Empower young people (14 – 30 years) to create, experience and participate in culture** * Young people are part of the application * Training and participation opportunities for young people |
| 1. **Explain how your project meets the two Cultural Strategy Objectives you have selected in Section C above.** (*Maximum 300 words).* |
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**D. Finance & Funding**

Conditions:

* + The amount of income being secured from sources other than Gloucester City Council must be at least equal to the amount requested from Outdoor Events Fund. For example, an application for £5000 from the Outdoor Events Fund must expect a minimum of £5000 income from other sources.
  + Other income may include contributed income or ‘charitable giving’ and includes grants from trusts and foundations, Grants for the Arts from Arts Council England, donations (for example from fundraising events), crowd funding and private giving, such as sponsorship. Other income may also include earned income such as ticket sales.
  + Other income must be secured, and proof of this income provided to Gloucester City Council before awards can be paid to successful applicants.
  + In the grid below, please note the expected source of your other income. Use multiple lines if you are expecting multiple sources of other income. For example, if you have applied to Arts Council England for Grants for the Arts, you would note this in the ‘Description/Source’ column next to Other Income. Likewise, please itemise the nature and value of each in-kind support.
  + Total Income must equal Total Expenditure for the application to be eligible.

**Please complete the grid below to tell us about the income and expenditure for your project. Add additional rows to the table if necessary.**

**INCOME**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Type of income** | **Description / Source** | **Amount** | **Confirmed or expected?** | **Application Made?** |
| **Other Income** (sources) |  | £ |  |  |
|  |  | £ |  |  |
|  |  | £ |  |  |
|  |  | £ |  |  |
|  |  | £ |  |  |
|  |  |  |  |  |
| **In-kind support** |  | £ |  |  |
|  |  | £ |  |  |
|  |  | £ |  |  |

|  |  |
| --- | --- |
| **Total Income:** | **£** |

**EXPENDITURE**

|  |  |  |
| --- | --- | --- |
| **Type of expenditure** | **Description/breakdown of costs** | **Amount** |
|  |  | £ |
|  |  | £ |
|  |  | £ |
|  |  | £ |
|  |  | £ |
|  |  |  |
| **In-kind spend** (total only -same as income) |  | £ |

|  |  |
| --- | --- |
| **Total Expenditure**: | **£** |

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| --- | --- |
| **Total Grant Requested from the Outdoor Events Fund:** | **£** |

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| **Have you received any support (funding or in-kind) from Gloucester City Council within the last three years?** *If so, please give details of project, dates and amount.* |
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| If you were to only receive a percentage of the grant requested, please tell us what you would be able to achieve based on the amount below: | |
| **75%**  **of grant request** |  |
| **50%**  **of grant request** |  |
| **25%**  **Of grant request** |  |

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| --- | --- |
| **Declaration -** I declare on behalf of the organisation or myself that the information in this application is correct. I understand that my information may be shared with other grant giving and other relevant bodies. | |
| Signed: |  |
| Date: |  |

Please submit your application form to [city.events@gloucester.gov.uk](mailto:city.events@gloucester.gov.uk) by 30th October for consideration.