



ALBA | CHRUTHACHAIL

# THE ROYAL EDINBURGH MILITARY TATTOO

## YOUTH TALENT DEVELOPMENT FUND

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# FUNDING GUIDELINES



THE ROYAL  
EDINBURGH  
MILITARY  
**TATTOO**

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# Introduction

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2018 will be the Year of Young People (YoYP), the latest in the Scottish Government's themed years, and one which aims to inspire Scotland through our young people. The year will celebrate their achievements and create new opportunities for young people to shine locally, nationally and internationally.

To celebrate the YoYP, Creative Scotland and The Royal Edinburgh Military Tattoo are working in partnership to create a pilot fund aimed at nurturing the ambition, enthusiasm and talent of exceptional young artists engaged in traditional music and dance - with a priority focus on piping, drumming, Highland dance and traditional fiddle playing.



THE ROYAL  
EDINBURGH  
MILITARY  
**TATTOO**



year of young people  
bliadhna na h-òigridh  
2018

## Purpose of the fund

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We will be looking for this fund to support organisations and groups who work with young people across Scotland, to undertake ambitious project work that develops excellence across traditional music and dance.

The funding is available to enable organisations and groups to create something new and of high quality through:

- **The development of artistic skills** – to bring in external specialists/tutors and/or support the professional development of the artistic skills of both the young people and their leaders.
- **Innovative creative collaborations** – to allow for groups/organisations to collaborate with local, regional or national partners to develop new ideas and ways of working with young people.
- **The creation of new composition and/or choreography** – to allow for the commissioning of an entirely new and original work for groups/organisations working with young people to develop and/or perform.
- **The transfer of skills** – to provide the opportunity for young people with existing skills and abilities to try something new across traditional music and dance.

## Types of activity we will support

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Through this fund, we will therefore be looking to support a small but ambitious programme of inspiring projects with exceptional young traditional artists from across Scotland.

Any activity being supported should be a new project – the funding isn't to supplement or top-up existing project activity. **Please note** that activities which have already happened or are scheduled to begin before we reach a decision on your application will not be eligible for funding.

Applications must involve traditional music and/or dance, and proposals associated with piping, drumming, Highland dance or traditional fiddle playing are likely to be prioritised. We will accept applications for projects which focus just on traditional music, traditional dance or on a combination of both. Within this, applicants can apply for projects which involve just one type of music activity (such as piping or fiddle playing) or projects which incorporate several types of traditional music together, or which combine traditional music and traditional dance activity together.

Projects will work towards a creative output which is to be presented or shared over the course of 2018 at either a local, regional or national level – e.g. *a live performance, a sharing, a recording, a screening of a film etc.*

## What funding is available

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The total budget available is **£150,000**.

The minimum amount you can apply for is **£10,000**, and the maximum amount is **£20,000**.

## Programme Outcomes

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Successful applications will be expected to describe how project activity aligns to all the following key programme outcomes. The activity must:

1. Nurture and celebrate ambition, enthusiasm and talent across traditional music and dance.
2. Enhance the existing skills of young people as well as the leaders of those young people.
3. Create new and high quality work that contributes to, and celebrates, traditional Scottish art forms.

Within the proposed programme, we will consider activity targeted at specific ages groups between **8-26yrs**.

## Criteria

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Successful applications will have to demonstrate, and be assessed against, the following criteria:

1. A proven track record in high quality youth arts delivery across traditional music and dance.
2. A robust and engaging project idea that demonstrates:
  - a. the development of artistic skills;
  - b. innovative creative collaborations; or
  - c. the creation of new composition and/or choreography.
3. A clear approach to identifying and addressing barriers to participation for young people of all geography, backgrounds and ability.
4. That key outcomes of the funding programme are being addressed.
5. That there is a clear creative or physical output to be presented or shared at either a local, regional or national level.
6. Consideration of legacy for the groups/organisation post funding.

All projects must commence in 2018 and be completed before the end of the year (December 2018).

## Who Can Apply?

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This fund is open to any arts or cultural organisations, based in Scotland, with a proven track record in delivering high quality youth arts programmes who can provide an effective proposal to meet the criteria of the fund.

The project activity being funded must directly involve groups of young people living in Scotland. Groups are to be classed as consisting of three or more young people and all members of the group (excluding adult leaders) should be aged between **8-26 years**.

Organisations already in receipt of Creative Scotland Regular Funding, Open Project Funding or other Targeted Funds are eligible to apply, but need to clearly demonstrate that the activity being proposed is new and separate from existing activity.

For general details of the types of organisations and groups who can apply, go to the [Creative Scotland website](#).

## Who Cannot Apply?

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Applications will not be accepted from:

- Individuals.
- Local authorities as lead applicants, although they can be part of a partnership.
- Schools and/or their associated organisations, such as Parent Teacher Associations.
- Funding for formal education programmes, or activities which are solely focussed on supporting current HE/FE education students.
- Groups/organisations looking for equipment only, or ongoing running costs.

In addition, this fund will not support applications which propose to create permanent full-time or part-time posts.

# Application requirements

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For applications to be eligible:

- You must provide a copy of your constitutional documents and Equal Opportunities Policy.
- You must provide a copy of your Child Protection Policy.
- All Project Staff engaged in your project must be members of the Protection of the Vulnerable Groups Scheme administered by Disclosure Scotland before the project begins.
- If you are applying as a partnership or collaboration of groups/organisations you must supply a partnership agreement outlining the roles, responsibilities of all partners in your proposal.
- You must complete the budget summary section in the application form and provide a more detailed budget attachment.
- You must check or tick the disclaimer box on the application form to confirm that they have read and understood the Guidelines and standard Terms and Conditions.

# Additional responsibilities

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## **Budget:**

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In addition to completing Section D in the Application Form we require applicants to submit a separate one page budget, ideally using a spreadsheet such as Excel.

Your budget information must balance. That means your income should be the same as your costs (or expenditure). You can apply to us for 100% of the project costs if required – in which case all your project income will come from this fund. But if there is other income, either cash or in-kind, then you should tell us about this.

We need to be able to see how you have worked your figures out, so please break them down clearly in the costs table - giving us, wherever possible, details on how you've reached the figures quoted. If your budget includes in-kind contributions, please ensure that you clearly show the value of the in-kind contribution in your budget income, as well as where it sits in your expenditure (the in-kind activity must appear in both sides of your budget).

The budget should be for the total cost of the activity. And please note all costs you use should be in full pounds only - any costs in pence must be rounded up to the nearest pound.

Please note that we are committed to ensuring that activities we fund are inclusive and accessible to a wide range of participants and therefore we encourage you to include relevant access costs. For example: British Sign Language interpretation; audio description and captioning; access assistants if required to support travel; or any costs relating to Gaelic/Scots translation.

We would ask that you pay particularly close attention to the costs you allocate for paying the people involved in delivering your project. Creative Scotland is committed, through any activities we support, to ensure that artists, staff and other creative professionals are paid appropriately for their time and effort. We therefore expect applications to reference relevant industry standards on rates of remuneration where they exist. For more information on this, see our [Rates of Pay guidance document on our website](#).



### Reporting:

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Successful applications will be required to submit an End of Project Report to establish that projects have been delivered as per the original proposal. Please note that 25% of funding will be retained by Creative Scotland and only issued on satisfactory receipt of this report.

The Royal Edinburgh Military Tattoo would be interested in engaging with successful projects to understand first-hand the outcomes of the funding. We will therefore anticipate applicants hosting at least one visit from a representative from the charity at an appropriate time. There may also be opportunities for young people to connect and be involved in the Tattoo programme in 2018 or beyond.

Creative Scotland will be looking to include and showcase some of the activity funded through this programme at the #UNCON 2.0 in October 2018. **The #UNCON is Scotland's national children and young people's arts conference.** We will therefore invite funded projects to keep Creative Scotland up-to-date on project delivery.

# How to apply, timelines and further information

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## **Application form:**

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All applications must be made on the Application Form, which is available on the **Creative Scotland website**.

## **Is this information available in alternative formats?**

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Creative Scotland is 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. We offer access support to disabled applicants, tailored to individual requests.

Support includes Sign Language Interpreters for meetings and scribing support for dyslexic applicants. Officers can offer advice to new applicants and support them to make an application. The Equalities Team can offer additional one-to-one support to applicants with access requirements. Please note we will accept applications and supporting materials which are written in English, Gaelic or Scots.

If you have any general enquiries about the application process, guidance or application form, please contact our Enquiries Service (see contact details at end of document).

# Deadline for applications

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**The deadline for applications is 29 January 2018.**

Completed application forms should be submitted by email to:

**[REMTYouthTalentFund@creativescotland.com](mailto:REMTYouthTalentFund@creativescotland.com)**

On submission, you will receive an electronic notification of receipt. We will then review your application and log it on to our system. Logged applications will be assessed by relevant Creative Scotland officers along with trustees of the Royal Edinburgh Military Tattoo and a member of the National Youth Arts Advisory Group (NYAAG).

# Timeline for the application and decision making process

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|-------------------------------|------------------|
| • <b>Applications open</b>    | 7 November 2017  |
| • <b>Application deadline</b> | 29 January 2018  |
| • <b>Assessment process</b>   | February 2018    |
| • <b>Decisions</b>            | Early April 2018 |

## Further advice and information

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If you require support, have any general enquiries, about the application process or would like to discuss your idea with someone before preparing your application, please contact our Enquiries Service in the first instance.

Our Enquiries Team will be able to advise you or will put you in contact with one of our Officers.

You can contact us by phone, email or through our website.

Call: **0345 603 6000\***

Email: [enquiries@creativescotland.com](mailto:enquiries@creativescotland.com)

Web: [www.creativescotland.com/contact-us](http://www.creativescotland.com/contact-us)

Phone lines are open from 10am-12pm and 2-4pm, Mon-Fri, with voicemail outwith these hours.

If you are a deaf BSL user, you can access our services with the Contact Scotland-BSL programme. Go to [www.contactscotland-bsl.org/public](http://www.contactscotland-bsl.org/public) for more information.

*\* **Please note:** Calls to our 0345 number are charged at the same rate as calling national 01 or 02 numbers. Approximate charges are up to 9p per minute from landlines and between 3p – 55p per minute from mobiles. However, calls to this number are also part of inclusive allowances. Please check with your phone line provider for exact charges.*