



APPLICATION
FOR
ORGANISATIONAL GRANTS
(PARTNERSHIPS, ORGANISATIONS AND GROUPS ONLY)

Please submit application to:
Bermuda Arts Council
c/o The Department of Community & Cultural Affairs
#81 Court Street
Hamilton HM 12
Bermuda

APPLICATION DEADLINE: 1st of each month
(Grant applications are reviewed once a month)



CRITERIA GOVERNING THE ORGANISATIONAL GRANT

ELIGIBILITY - ORGANISATION OR GROUP APPLICANTS

CRITERIA:

1. Applicants should demonstrate aptitude and interest in chosen art form
2. Applicants must demonstrate artistic merit
3. Applicants must demonstrate value to the community
4. Applicants must be Bermudian. (or demonstrate how your grant will directly impact artistic development in Bermuda)
5. Students who fail will not be eligible for additional awards without showing that they have returned to passing status

SELECTION:

Grants are considered by the BAC for specific arts projects or productions by new or established organizations. Such grants are considered on the basis on the personal artistic qualifications of the members of the organization seeking to launch the project or production, performance record and value to the community. Priority will be given to projects which show demonstrable value to developing the artistic depth and awareness in Bermuda.

CONDITIONS OF APPLICATION:

1. Only Official Applications submitted with **all** necessary documentation will be considered.
2. Applicants may only apply for one (1) grant per Government financial year
3. Grant applications will **not** be reviewed without information provided regarding the success of past projects for which the BAC provided Grants for this organization
4. All information is held in strict confidence
5. Organisational Grants are provided for the following:
 - a. The development of a specific project
 - b. The development of a specific production
 - c. Other matters at the BAC's discretion

CONDITIONS OF AWARD:

1. The Council's assistance **must** be acknowledged in any public interview, presentation or print format and copies of the same must be provided to the BAC (evidence to be submitted to the Council).

2. Recipients of Grants will provide the BAC with an update on the success of the production or project (including but not limited to any press received) **within one (1) month** of the completion of the project/production.
3. Any Applicant who has received a grant in the past will ensure that the BAC has such an update **before** being eligible for a new grant or the recipient may be deemed ineligible for future grants.
4. Any Organisation whose project or production is not carried out to fruition must **immediately return any funds** to the BAC with a written explanation of why the project did not proceed.

INTERVIEW:

The BAC may call applicants in for an interview to obtain further information on the intended project or production.

**The Bermuda Arts Council reserves the right to deny financial assistance.
The Bermuda Arts Council reserves the right to publicly state their assistance.
The Bermuda Arts Council may offer guidance in lieu of financial awards.**

FOR OFFICIAL BAC USE ONLY	
Amount Requested:	Amount Awarded:
Accepted:	Reason:
Conditions:	
Declined:	Reason:
Comments:	
Date:	

**APPLICATION
FOR ORGANISATIONAL GRANTS**

ORGANISATION & REPRESENTATIVE INFORMATION

1. Name of organisation _____

2. Date that organisation was established _____

3. Representative applicant's name in full

Last

First

Middle

4. Telephone: Day _____ Evening _____ Cell _____ Fax _____

5. Organisation's physical address:

6. Organisation's mailing address:

7. E-mail contact for representative applicant:

8. Are you a Registered Charity? YES NO

9. If so, please provide charity number _____

10. Chosen Art Form: _____

11. State your Organisation's Overall Purpose and Goal

12. Description of How You Intend to Use the Grant

13. Approximate # of Persons who will benefit from the Project/program? _____

14. What is the expected Outcome of the Project/Program or Production? _____

15. **AMOUNT REQUESTED: (BD\$)** _____

16. **DEADLINE FOR WHEN FUNDS ARE REQUIRED:** _____

17. **PLEASE STATE YOUR LEVEL OF EXPERIENCE (IN YOUR CHOSEN ART FORM):**

(Thus demonstrating prior commitment to your art e.g. years of training (if any) and any attempts to develop and grow in your art form)

20. PLEASE OUTLINE ANY PAST PERFORMANCES OR A BRIEF HISTORY OF THE DISPLAY OF YOUR WORK:

Please indicate any particularly notable past performances or displays of works or talent (attach additional sheets if necessary)

Type of Event _____ Place _____

Date of Event _____

Type of Event _____ Place _____

Date of Event _____

21. PAST AWARDS FROM BERMUDA ARTS COUNCIL:

Is this your **FIRST** request for a BAC Grant of any kind? YES NO

If the answer to this question is yes please provide the follow (please further info to the application if more space is required):

How many past Grants? _____

Year awarded _____ Amount _____

Purpose of Grant _____

How was Grant used? _____

Year awarded _____ Amount _____

Purpose of Grant _____

How was Grant used? _____

Year awarded _____ Amount _____

Purpose of Grant _____

How was Grant used? _____

NB. Please attach to the application any supporting documentation (including programs or newspaper articles) as to how grant was used

22. PLEASE NAME ANY OTHER ORGANISATIONS WHOM YOU HAVE APPROACHED OR INTEND TO APPROACH FOR FUNDING

(Applicants must notify the BAC of any of funding received before or after application)

Organisation's Name _____ Amount requested or received _____

Organisation's Name _____ Amount requested or received _____

Organisation's Name _____ Amount requested or received _____

Organisation's Name _____ Amount requested or received _____

23. WRITTEN STATEMENT

- a. Biography of yourself including an outline of your level of experience and/or prior engagements or involvement in your chosen art form (attach any certificates etc to confirm)
- b. Background and description of your organisation
- c. Why you feel that your project is worthy of a Government grant
- d. How your project/production will benefit and contribute to artistic development in Bermuda

Signature of Organization's Representative Applicant(s)

Date: _____

FINANCIALS

PROJECT/PRODUCTION BUDGET & INCOME

INCOME FOR PROJECT/PRODUCTION	\$	PROJECT/ PRODUCTION EXPENSES	\$
Other Awards			
Family Assistance			
Personal Contribution			
TOTAL PROJECT/ PRODUCTION INCOME		TOTAL EXPENSES	

TOTAL AMOUNT REQUESTED: (BD\$)_____

Signature of Applicant

Date

**CHECKLIST OF REQUIRED SUPPORTING DOCUMENTS
For Educational/Student applicants**

Please Note: Only COMPLETE Application forms with all supporting documentation will be considered

	Document Required	Provided
1.	Signed Completed Application form	
2.	Organisation's Current Operating Budget (if available)	
3.	Organisation's Specific Project or Production Budget (as seen above)	
4.	Most recent Audited Financials Statements (if available)	
5.	Outline of Other sources of Income for the project or production	
6.	2 Written References Letters	
7.	Written Statement	
8.	Portfolio/Samples of Work (e.g. DVD, CD, copies of paintings etc)	
9.	Evidence of how past Grants were used (including past programs)	
10.	Current List of Members, Board of Directors/ Board of Governors and their positions and/or titles	
11.	Current List of Paid & Volunteer Staff (including consultants) and salaries	

IF CANDIDATE IS SUCCESSFUL (within one month of the completion of project or production):

12.	An Update letter on success of the project or production	
13.	Evidence that the Arts Council was mentioned in any press	