



The Department of Community and Cultural Affairs
#81 Court Street, Hamilton HM 12, BERMUDA
Tel: (441) 292 1681 Fax: (441) 295 2474

CULTURAL LEGACY FUND

Outline for Applicants 2010/2011

The Cultural Legacy Fund is an initiative of the Ministry of Culture and Social Rehabilitation which aims to give a significant boost to Bermuda's culture, heritage and arts through strategic, focused investment in the form of financial grants.

Grant proposals by individuals, new or established organizations and charities are considered, and up to **\$200,000** is available for grants in the fiscal year of 2010 – 2011. We welcome your grant applications and in the process of determining successful candidates will thoroughly examine how each application matches the goals of the Cultural Legacy Fund.

THE CULTURAL LEGACY FUND CRITERIA

Grant-seekers must meet at least one of the three aims as outlined in detail in the Cultural Legacy Fund Goals above and adhere to the criteria below:

- ***Foster Excellence in Culture, Heritage and the Arts***
- ***Increase Access & Participation in Culture, Heritage and the Arts***
- ***Facilitate Development and Growth in Culture, Heritage and the Arts***

Deadline for application in the 2010/2011 fiscal year is **6th August 2010**.

All applicants must submit a typewritten project proposal along with their application form. This proposal should include:

- A one page summary, accompanied by a detailed project description including: *a mission statement, goals, budget, timeline, programmes and strategies to achieve goals, details of numbers and demographic within Culture, Heritage and the Arts who will benefit*
- Financial statements for the past 2 years if applicable
- Intended outcomes of the project
- Additional audio/video illustrations or supporting documents (*optional*)

Approved Projects must:

- have a culture, heritage or arts focus
- benefit the community
- have clear objectives and measurable outcomes
- demonstrate ability to manage grant money in a responsible and transparent way – following best practices and national and international standards where applicable
- demonstrate willingness to partner, collaborate, communicate and work with others when appropriate

The Cultural Legacy Fund will not fund:

- Purchase of artwork for galleries
- Facility development- costs of buildings, renovations or physical infrastructure
- Activities that are the responsibility of educational institutions
- Administration costs
- Projects that have already been completed
- Servicing of debts
- Catering
- Fundraising
- Salaries
- Prize money



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Successful applicants will be expected to:

- Sign a Memorandum of Understanding, outlining the terms and conditions of the grant, including release of funding
- Meet all the Terms and Conditions of the grant and liaise with Cultural Officers and Accounting Officers on a regular basis
- Complete an Evaluation Report at the conclusion of the established grant period

Grant applications are available from: The Department of Community and Cultural Affairs
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Tel: (441) 292 1681 Fax: (441) 295 2474

Allocation of Funds between Culture, Heritage and the Arts

The allocation of grant monies will be based on the quality and quantity of the grant applications received. There will be a maximum amount of money disbursed each year; however the Cultural Legacy Fund is not obligated to disburse an equal amount of grant monies to each sector (culture, heritage and the arts). At the end of each year, with the compilation of the annual report, the Department of Community and Cultural Affairs will present an analysis of how grant monies were spent. If the Cultural Legacy Fund Committee feels that one sector is underrepresented, more outreach and support will be offered to this sector.

CULTURAL LEGACY FUND AIMS

GOAL A: Foster Excellence in Culture, Heritage and the Arts

- Encourage innovation across the full spectrum of cultural, heritage and arts practice
- Provide opportunities for spectacular, showpiece events by Bermudian artists and cultural/heritage practitioners
- Provide support for events which generate a great deal of public interest and “raise the bar” in terms of the quality of Bermuda’s cultural, heritage and arts scene
- Add value and importance to Bermuda’s culture, heritage and arts by improving visibility and mainstreaming Bermudian culture and the arts

GOAL B: Increase Access & Participation in Culture, Heritage and the Arts

- Strengthen intra-community connections by promoting cultural, heritage and artistic initiatives that bring together different generations, ethnic, and racial groups
- Provide cultural, heritage and arts programmes which appeal to previously underserved groups
- Increase participation in cultural, heritage and arts programmes and generate innovation and creativity
- Increase supply and demand of cultural, heritage and arts activities
- Promote cross-generational interaction through cultural, heritage and arts activities

GOAL C: Facilitate Development and Growth in Culture, Heritage and the Arts

- Build the capacity of Bermuda’s culture, heritage and arts practitioners through training and development for specific competencies and skill sets
- Provide opportunities for training and development for those who work to support and promote Bermuda’s culture, heritage and arts (i.e researchers, archivists, education and outreach officers, programme officers, teachers and workshop leaders)



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CULTURAL LEGACY FUND APPLICATION FORM FOR GRANTS

Applicant Information

Name:	
Address:	
Telephone:	Work:
Fax:	Cell:
Website:	Email:

Organization Information

Name of Organization:		
Address:		
Telephone:	Cell:	Fax:
Website:	Email:	

Organization Details

Registered name of organization:
Status: Incorporated (yes/no):
Date if incorporated: (d/m/y):
Charitable Status (yes/no):
Charitable registration #:
Fiscal Year end (d/m/y):
Brief History of Organization:
Organization's Mission Statement:

Proposal Details

Brief Description of Proposal



Proposal's Budget Details:

Amount Requested: \$

Source (s) of Additional Aid (Including fund raising if applicable):

Are you a previous recipient of a C.L.F. Grant? YES NO Amount: _____

If yes, give a brief statement: _____

Have you approached other bodies or organizations for funding? YES NO

If yes, tick appropriate categories: Government Individual Corporate Foundation Other

Have you received or been promised other grants or funding of any sort? YES NO

How many? 1 2 3 4 5

To what total amount? \$ _____

How was that funding utilized? _____

N.B. Applicants may provide additional information (i.e. budget costs, course content, personal statements, etc.) to support request.

Required Documentation

All applicants must submit a typewritten project proposal along with their application form. This proposal should contain:

- A one page summary, accompanied by a detailed project description including: *a mission statement, goals, budget, timeline, programmes and strategies to achieve mission statement and goals, details of numbers and demographic within Culture, Heritage and the Arts who will benefit*
- Financial statements for the past 2 years if applicable
- Intended outcomes of the project
- Additional audio/video illustrations or supporting documents (*optional*)

Successful applicants will be expected to:

- Sign a *Memorandum of Understanding*, outlining the terms and conditions of the grant, including release of funding
- Meet all the *Terms and Conditions* of the grant as stipulated by that separate document, and liaise with Cultural Officers and Accounting Officers on a regular basis
- Complete an *Evaluation Report* at the conclusion of the established grant period

Authorizing Information

On behalf of, and with the authority of the above-mentioned organization, we certify that we have read and understood the responsibilities set out above, and have read and agree to the terms and conditions. Further we certify that the information given is true, correct and complete in every aspect and sign on behalf of our organization.

Signature(s): _____

Print Name(s): _____

Date: _____



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(For Official Use Only)

Date Received: _____

Staff Signature: _____



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