

Leeds Inspired LIVE Grant Guidance Notes 2021

Deadlines:

12 noon on Tuesday 4 May 2021.

Late applications will not be accepted (not even a little bit late).

Leeds Inspired LIVE Project Funding

The Leeds Inspired LIVE Grant is a time-limited grant scheme to help kickstart live performance and to encourage audiences to feel confident to return to district centres and the city centre.

Applications can be for between £500 to £2,500.

Eligibility

Who can apply

Applications are welcome for live events

These projects may be organised by:

- Individuals (you will need to demonstrate your previous experience of running similar projects and budgets)
- Arts organisations
- Community or voluntary groups
- Commercial organisations / venues
- Groups of organisations (one will need to take the lead and have the main responsibility for managing the application and any grant)

Who cannot apply

- Applicants based outside Leeds
- Educational establishments (schools, colleges, universities)
- Closed membership groups whose activities do not reach a wider public
- Leeds City Council

What we fund

You can apply for support for live performance events that take place between May and October 2021. These may be one-off events or time limited programmes, or the grant may enable you to kick start a series of events that then return to commercial viability or secure further funding from elsewhere.

For example:

- Music Performances
- Spoken Word Performances
- Open Mic/Scratch Nights

The events supported by this scheme may take place in venues or buildings or outdoors in town centres. They may be free to attend or ticketed but need to be able to demonstrate how they support the reenergising of the economy of the city. The scheme will prioritise support for Leeds based creatives/performers.

This is a competitive scheme and is likely to be oversubscribed. Not all eligible projects will be able to be funded.

This scheme will not fund

- Applicants based outside Leeds

- Activities that take place solely online
- Projects not about live performance e.g. exhibitions, art trails or applications solely about workshops, these should apply to the existing Leeds Inspired grant schemes
- Non arts based events
- Sports events
- R&D projects
- Capital or equipment spend
- Charity fundraising events
- Activities or events that take place in schools/colleges/educational establishments
- Costs that are already covered by other funding
- Ongoing overheads relating to equipment or buildings, such as insurance, building repairs and maintenance costs
- Applications for party political or religious purposes

Match funding

This grant may be used in addition to other funding already secured but it cannot be used as match funding to apply to Leeds Inspired. Other income for your activity can include:

- Earned income from your activity (such as ticket sales)
- Grants already secured
- Sponsorship
- Crowdfunding
- A contribution from your organisation

Grant Surgeries

We are always happy to discuss projects. If you would like to discuss your project before making an application then please email leedsinspired@leeds.gov.uk in plenty of time before the deadline to arrange an informal grant surgery.

How we make decisions

Applications are assessed by the Culture Development Team at Leeds City Council who may also consult with other funding organisations including Arts Council England and Music:Leeds.

We only fund applications where the activity:

- Is clearly described, realistic and well planned
- Is achievable within the given budget
- Has made provisions to be Covid Secure
- Increases public engagement in arts and culture
- Makes a positive contribution to the economy of the city
- Has allowed sufficient planning time to achieve its goals

That the applicant:

- Has the capacity to complete the activity successfully

- Has a good track record of delivering similar activity
- Has targeted plans to reach the people the activity intends to serve

What happens next

If your application is successful we will confirm this in writing and send you a funding agreement which you must sign and return. We will release the first instalment of your grant on receipt of this funding agreement. This process can take 2 - 3 weeks, remember to include this time in your financial planning.

Funding schedule

The deadlines for all applications are on the front of this form.

We aim to let you know the outcome of your application within 4 weeks. Projects must allow adequate planning and preparation time after receiving an award before activity begins, we will not fund projects we think have inadequate planning and preparation time.

Payment of grants awarded will be made following the return and processing of relevant documentation. We now issue grants in two payments. 90% of the total grant is issued at the start of the project once the funding agreement has been completed and accepted. The final 10% of the total grant is released when the Final Report Form and documentation has been submitted and accepted. You will need to plan for this schedule within your project cash flow. Grant payment may be subject to further conditions. All grant offers are subject to funds being available.