



DEPARTMENT OF CULTURE

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

Please submit printed application to:

Bermuda Arts Council
Government Administration Building
30 Parliament Street, 3rd Floor
Hamilton, HM 12
Bermuda

Or submit a digital application to:

Email: artscouncil@gov.bm

APPLICATION DEADLINE:

On the 1st of each month
(Grant Applications are reviewed **once** a month)

Mailing Address: P.O. Box HM 886, Hamilton HMDX
Telephone: 441.292.1681 | Email: artscouncil@gov.bm | Visit Our Website >

CRITERIA GOVERNING ORGANISATIONAL GRANTS

ELIGIBILITY – ORGANISATION OR GROUP APPLICANTS

CRITERIA:

1. Applicants should demonstrate aptitude and artistic merit in their chosen art form.
2. Projects should demonstrate value to the Community.
3. Applicants must be Bermudian.
4. Applicants who are not eligible for a grant will not be considered for any further award unless adjudged eligible by Bermuda Arts Council (BAC).

SELECTION:

Grants are considered by BAC for arts projects, productions and performances on the basis of artistic merit, value to the community and their overall contribution to the development of the arts 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 (April 1 – March 31).
3. Grant applications must include information regarding the success of past projects for which BAC provided Grants for this group.
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*
 - d. *Other matters at BAC's discretion*

CONDITIONS OF AWARD:

1. Bermuda Arts Council's assistance **must** be acknowledged in any public interview, presentation or print format and copies of the same must be provided to BAC (evidence to be submitted to the Council).
2. Recipients of Grants will provide BAC with an update on the success of the production/project (including but not limited to any press received) **within one (1) month** of the completion of the project/production.
3. Grant applications must include information regarding the success of past projects for which BAC provided Grants for this group.
4. Any Organisation whose project or production is not carried out to fruition must **immediately return any funds** to BAC with a written explanation of why the project did not proceed.

INTERVIEW:

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

PLEASE NOTE:

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

FOR OFFICIAL BAC USE ONLY

BAC RESPONSE – ORGANISATION OR GROUP APPLICANTS

FOR OFFICIAL BAC USE ONLY	
Amount Requested:	Amount Awarded:
Accepted:	Reason:
Declined:	Reason:
Comments:	
Date:	
Officiated By:	BAC Position:

APPLICATION FOR ORGANISATIONAL GRANTS

ORGANISATION & REPRESENTATIVE INFORMATION

1. Name of organisation: _____

2. Date the 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

If 'Yes', please provide charity number: _____

9. Chosen Art Form: _____

10. State your Organisation's overall purpose and goal:

11. Description of how you intend to use the grant:

12. Approximate # of person(s) who will benefit from the Project/Programme?:

13. What is the expected outcome of the Project/Programme or Production?:

14. Amount requested (BD\$): _____

15. Deadline for when funds are required: _____

16. 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)

17. Please outline any past performances or a brief history of the display of your work

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

Type of Event 1: _____ Place: _____

Date of Event: _____

Type of Event 2: _____ Place: _____

Date of Event: _____

Type of Event 3: _____ Place: _____

Date of Event: _____

18. Past Awards from Bermuda Arts Council:

Is this your **FIRST** request for a BAC Grant of any kind? Yes No

How many past BAC Grants received: _____

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

19. Please name any other organisations whom you have approached or intend to approach for funding:

Applicants must notify BAC of any 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 _____

20. Written Statement (incorporating the following):

- a. Biography of yourself including an outline of your level of experience and 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 ORGANISATION'S REPRESENTATIVE APPLICANT(S)

Signature of Applicant: _____

Signature of Applicant: _____

Signature of Applicant: _____

Signature of Applicant: _____

Date: _____

PROJECT/PRODUCTION BUDGET

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

TOTAL AMOUNT REQUESTED (BD\$): _____

Signature of Applicant: _____

Date: _____

CHECKLIST OF REQUIRED SUPPORTING DOCUMENTS FOR ORGANISATION APPLICATIONS

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 Financial Statements (if available)	
5.	Outline of Other sources of Income for the project or production	
6.	Two (2) Written Reference Letters (must be dated no more than two years ago)	
7.	Written Statement	
8.	Portfolio/Samples of Work (e.g. DVD, CD, copies of paintings, etc)	
9.	Evidence of how past BAC Grants were used (including media coverage, event programmes, etc.)	
10.	Current List of Members, Board of Directors/ Board of Governors	
11.	Current List of Paid & Volunteer Staff (including consultants) and salaries	

If the candidate is successful (must be submitted within one month of the completion of project or production):

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