



CREATIVE INDIVIDUALS RECOVERY PROGRAMME FAQs

This programme is not designed to replace loss of income as a result of Covid (hardship fund). Unlike other emergency programmes, this programme will require applicants to undertake activity linked to your practice (technical or artistic).

When is the deadline?

The programme will close for applications at 12noon on Wednesday 6 October 2021.

How do I know I am eligible?

If you work in the creative sector in any capacity, then you will be eligible to apply for support.

Example of roles include: artists, venue support staff, singer songwriters, session musicians, set designers, artists, DJs, actors, dancers, choreographers, musicians, rappers, writers, poets, editors, proof readers, crafts people, comedians, open mike performers, tutors, facilitators, creators, photographers, film-makers, touring crew, artist managers, promoters, lighting and sound technicians/engineers, other technical crew and support staff and other creative practitioners who work in the creative industries to sustain and build their professional and technical skills in these challenging times and to support those who wish to deliver creative projects.

This is an indicative list and is not exhaustive. If you have a query regarding your eligibility of your role in the creative sector, please contact us.

Who will be awarded funding?

Successful applicants must demonstrate that they need this funding as the activity would not go ahead without the award.

Applicants must set out a reasonable proposal about how they will use the award to maintain or enhance their creative practice.

The purpose of this programme is to help individuals overcome the negative impacts the pandemic had on their creative trade, vocation or profession, let them recover and resume their creative activity, and help prevent them leaving the sector.

What is the total budget for the scheme?

The total budget for the scheme is £5 million.

Is there an end date for the duration of the award?

The award completion date is 31 March 2022. All activity and purchases must be completed between date of notification of award (letter of offer) and 31 March 2022.

Can I apply for training or mentoring or other personal or professional development costs?

Yes. Requests for development of all your skills are eligible if they can be completed by 31 March 2022.

Can I apply for the cost of equipment?

No. Requests for equipment (capital costs), eg cameras, i-Pads, computers, laptops, musical instruments, minor refurbishment works are not eligible under this Programme.

Can I apply for the cost of materials associated with my proposal?

Yes. Requests for the cost of materials related to the delivery of your proposal are eligible up to a maximum of £500.

How long will it take after I apply to get a response?

We will do our best to make a decision in late November 2021/early December 2021.

If I apply for the creation of work does it have to relate to the Covid-19 pandemic?

No.

What should the CV/Career Statement be like?

If you have a CV, you can simply provide that. If you prefer, you can submit a Statement which will describe your working life in the creative sector, with (for example) some key dates, training received, length of service, organisations or groups you are linked with, key milestones reached, and so on. It should give a sense of what you have done in the sector.

What should the written reference be like and who should it be from?

Your written reference will provide evidence that you:

- *derive a significant part of your income from your creative practice*
- *are experiencing difficulties due to work restrictions imposed by COVID-19 protocols*
- *might otherwise leave the sector or*
- *are concerned your skills are falling behind.*

The written reference will be confirmation from an independent source (eg, evidence of your membership of a professional body or confirmation from your employer, promoter, venue owner, booking agent etc.) that your role in the creative sector continues as you have described.

Please note: evidence of your membership of a professional body is not sufficient on its own. The reference should address the points detailed above.

The reference should be signed unless there are extenuating circumstances which prevent this about which you must advise us.

Digital / typed signatures are acceptable.

Please ensure a written statement is submitted. The Arts Council is unable to contact your referee directly.

The referee does not need to be living in Northern Ireland, however must be familiar with and can vouch for your work and they should not be closely related to you.

What if I am in receipt of Government funding?

Please be aware that if you are in receipt of means tested benefits and your application is successful, you are responsible for disclosing the award to the relevant authority. This award should not reduce your entitlement to benefits like Universal Credit.

Can I apply to this scheme if I previously received funding from Arts Council's emergency funding programmes?

Yes, but not for the same application description or for the same costs.

Even if you are eligible we may not be able to fund you or fund your full request if others score better against the published criteria.

You will not be eligible to apply if you are in breach of the conditions of any previous Arts Council award.

Can I apply if I am a student?

Yes: please note:

Undergraduates and postgraduates are eligible to apply but they must prove that the funds which they are seeking are for work/costs which are not properly the concern or are not related to their academic study.

Undergraduates and postgraduates must submit evidence of this in the form of a letter on headed paper from their Head of Department.

In the case of post-graduate students, the letter must clearly state the title of the student's Masters/PhD thesis and include a declaration by the Head of Department. This declaration must state "The proposal for which funds are being sought does not form part of any academic work undertaken in relation to the above-titled Masters/PhD nor will it be assessed as part of any academic course".

*Please note that the Arts Council may use its own judgement in determining this matter. **Applicants undertaking a Masters or a PhD must also include a separate statement which provides information on how the proposal applied for differs from their Masters or PhD work.***

What is meant by creative practice?

Examples of 'creative practice' might include, but are not limited to:

- creation of new work or engaging with new or existing audiences/commissions etc.
- skills improvement necessary to reactivate or maintain trade, profession or vocation
- hiring facilities and/or equipment to facilitate creative practice, including rehearsal, necessary for the resumption or maintenance of the individual's trade, profession or vocation
- time set aside to update, develop or enhance existing trade profession or vocation
- attendance at industry events, peer-to-peer engagement, professional/membership fees of associations related to an individual's career development
- Other costs which the Arts Council deems reasonable to assist in maintaining or developing the individual's practice
- Support worker or other costs related to supporting a disability as required as part of creative practice.

Please note the list above is not exhaustive. If you have a query regarding creative practice, please contact us.

What would a description of the benefit of the proposal be like?

It will describe the benefit the award will bring to your practice/skills, e.g. the maintenance of skills, professional training or enabling you to advance new ideas or the development of a bespoke project which can be shared with others. You might describe how the activity you propose will help you reemerge and reengage with peers, audiences, venues, and others as the pandemic restrictions ease. You might also describe how assistance with professional fees, or other costs associated with your creative trade, vocation or profession will help strengthen your practice and prevent you having to leave the sector.

How will my application be assessed?

We will assess the strength of your role in the creative sector, and the benefit of an award towards the development of your practice and the contribution it would make to sectoral recovery. We will rank application as High, Medium or Low against these factors. Only high or medium scoring applications will be eligible for funding.

What is meant by capital costs?

Capital costs relates to those items which are deemed to be 'fixed assets'. Fixed assets are defined as assets which are purchased for long-term use and are not likely to be converted quickly into cash, such as land, buildings, and equipment.

Definition from Oxford Languages

What is meant by materials?

Materials relate to those items which are deemed to be 'consumables'. Consumables are defined as a commodity that is intended to be used up relatively quickly.

Definition from Oxford Languages.

On what grounds could my application be deemed as ineligible?

Applications will be deemed ineligible for one or more of the following reasons:

- *The mandatory enclosures have not been provided;*
- *Applicants are in breach of the conditions of any previous Arts Council award, eg the non-return of previous end of project report forms;*
- *Project start and end dates fall outside of the parameters of the Programme – projects may only take place (on any dates) between 1 December 2021 and 31 March 2022*
- *The relevant statements on the application forms have not been agreed/completed, ie Publicity, Openness and Accountability **and** Applicant's Statement*
- *The proposed project relates to ineligible costs as such as equipment purchase and / or living costs*

Do I need to provide a budget with my application?

There is no requirement to provide a separate budget as an enclosure to the application; however when telling us about your proposal, please provide a breakdown of the budget to be incurred, listing each item separately. If apply 'for time set aside' please indicate how the total amount has been calculated, eg x days at £x per day; x hours at £x per hour.

What is an appropriate rate for 'buying time'?

Different rates will apply depending on your artform.

We would suggest that you refer to the industry rates for your particular artform (where appropriate).

Please find below links/information for Music, Drama & Dance and Visual Arts.

Music

[Musicians' Union Rates of Pay & Collective Agreements | The MU | The MU \(musiciansunion.org.uk\)](#)

<https://musiciansunion.org.uk/rates>

Drama and Dance

[Rates of Pay – ITC \(itc-arts.org\)](#)

Visual Art (in euro)

[Visual Artists Payment Calculator – EURO | Visual Artists Ireland](#)

The Arts Council may update these FAQs as questions from applicants arise.