



ARTS COUNCIL ENGLAND

National Lottery Project Grants: June 2020 – April 2021

Easy read version

National Lottery Project Grants will be different between July 2020 and April 2021

This easy read guide can help you think about your project and our application form

July 2020

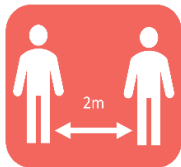
National Lottery Project Grants



National Lottery Project Grants reopens on **Wednesday 22 July 2020**. It was briefly closed due to coronavirus



It will mostly be the same when it reopens as it was when it closed in March 2020



However, we know that things are different now because of coronavirus



To help, we're making some small changes to the programme



Some of these changes we expect to last until April 2021. Some changes are permanent.



We know things are likely to change in this time. So, we'll try our best to be helpful and respond to changes during this time, if we need to

Short term changes



We expect these changes to be in place until **April 2021**:



You won't need to find 10% of the cost of your project from other sources. This means **you can still apply** even if you have **little or no match funding**



We'll be giving priority to applications from **individuals** and **independent organisations**



We'll be using **five Equality Objectives** to balance our decision making. Find out more about our [Equality Objectives](#) on our website

Long term changes

These changes are permanent:



Libraries can now apply for projects that deliver against any of the four **Universal Library Offers**



There are also some small changes to what type of museums can apply for **museum and collections** activity

If you do not work for a Museum or Library, these changes will not affect you.

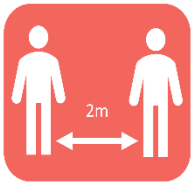


To find out more, see the [Libraries or Museums information sheets](#).

How your project might be different



The application form and the criteria will stay the same. However, your work and the answers you give us might feel a bit different



We understand things are different. So, we'll be sensitive to the challenges everyone is facing when we read your answers to the four criteria in the form

The four criteria are:

- **Quality**
- **Public Engagement**
- **Finance**
- **Management**

There is a part of the form for each criterion.



Quality is the first part of the form. Here, you'll tell us about your past work, what your project involves and what you'll learn or get out of it



There are no temporary changes to Quality, but the type of work you do, or how you do it, might have changed. Tell us about it here



Public engagement is all about reaching people, like audiences, communities or other groups



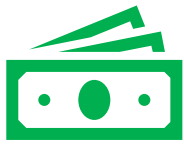
Your project might involve fewer people for live activities than usual. Or, it might focus more on reaching people digitally



Your project might not be about reaching people straight away, and this is ok



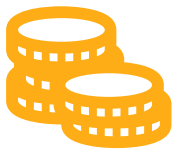
It might be about time to think and plan, research or organisational development. If so, tell us how people will benefit in the future



Finance is about where you'll get the money for your project, and how you'll spend it



We know that the current situation makes finding money from other sources very hard



If you don't have match funding, or you have less than 10%, you will still be able to apply



If you do have some match funding, include it in your budget



This might be **cash** or **support in kind**, which is things like free services or discounted rates



We can only pay for costs that will happen during your project. We cannot fund costs that have already occurred or past losses due to coronavirus



Management is all about your partners, when and where your project will happen, and planning



If your project involves working with people or performing live, you'll need to have a plan in place to make sure you can deliver your project



You'll need to tell us how you can do this as safely as possible. For example, will you need to think about social distancing and hygiene?



If you're working with venues, ask them what measures they have taken and whether they'll be fully open. Think about how this might affect your work

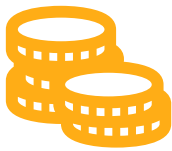


Remember, these measures might mean smaller audiences or fewer ticket sales than usual. Make sure you think about how this might affect **Public Engagement** and **Finance**

How to approach challenges



Things are changing all the time. Think about what you'll do if your situation changes. This is a **contingency plan**



You can include a **contingency amount** in your budget to cover unforeseen costs



These challenges will likely affect everyone that applies. When we make our decisions, we'll take them into account



So be as clear and as honest as you can in your answers. This will help us to understand your project and how you'll cope if things change

Help is at hand



Our friendly **Customer Services** team can help you with the form or talk about other ways we can help you



Our offices and phones are closed, but you can still talk to us online

✉ enquiries@artscouncil.org.uk

🖱 <https://www.artscouncil.org.uk/contact-us>



More help on answering the questions is in our [How to apply](#) guidance



You might also find some of our [information sheets](#) helpful



Take the online [quiz](#) to find out if you're ready to apply!

🖱 <https://www.artscouncil.org.uk/projectgrants>