



SCOTLAND'S WINTER FESTIVALS – FUNDING IDEAS / GUIDELINES AND CRITERIA

Scotland's Winter Festivals aim to mobilise the people of Scotland and those with an affinity to Scotland to join in the St Andrew's Day, Hogmanay and Burns celebrations, boosting Scotland's key tourism and events sectors and the wider economy, enhancing community engagement and raising Scotland's international profile

Our diverse ethnic and cultural minority communities are key elements of Scotland's past, present and future so we want to ensure that your story, history, and narrative plays a full part in Scotland's Winter Festivals.

This small grants package is a continuation of BEMIS-led celebrations of Scotland's Winter Festivals in 2015/16.

These guidelines will help you generate ideas about how you could celebrate these important dates in Scotland's cultural calendar.

- St. Andrew's Day (30th November)
- Hogmanay (31st December)
- New Year's Day (1st January)
- Burns Night (25th January)

Ensuring diverse Ethnic and Cultural Minority Participation

The Scottish Government and BEMIS Scotland believe that in order to fulfil our potential as individuals and communities of place, culture and ethnicity that we should celebrate and promote our diversity together.

This reflects our shared objective to build an '**Inclusive National Identity**' which celebrates Scotland's vibrant, diverse, confident and dynamic people.

How much funding is available?

There is a total of £20,000 to be distributed to local community organisations as part of the **Scotland's Winter Festival period running from 25/11/17 – 31/01/18.**

It is very important that in your budget response in the application form you outline clearly what each cost is related to.

We expect that this programme will be over-subscribed to as such will need to prioritise what we can fund for each event. That is to say that core costs such as hall hire or production equipment will take precedence over non-essentials such as a photographer or t-shirts.

Constituted, charitable and non-profit organisations / community groups can apply for grants of between £250 to £1,000

What can we do to celebrate Scotland's Winter Festivals?

During the period of Scotland's Winter Festivals which runs from **30/11/16 – 28/01/17** we have the opportunity to celebrate days of national significance in Scotland. These include:

St. Andrew's Day – Wednesday 30th November

Hogmanay – Saturday 31st December

New Year's Day – Sunday 1st January

Burns Day / Night - Wednesday 25th January

Scotland's diversity is rich and we want to showcase you and your community as part of this dynamic living culture.

This small grants fund will help to facilitate diverse, multicultural, bespoke celebrations of Scotland's national days.

Our objective is to show Scotland, Europe and the rest of the world that our country and communities are linked, share common characteristics of song, dance, music, language, food and drink and that our diverse cultural characteristics combine to reflect our shared society.

Think about how you could celebrate these days of national or community importance by combining different aspects of Scotland's cultural characteristics. You may choose to combine two or a series of communities, groups or neighbours.

Below we've highlighted two possible examples, however it is up to you to showcase how you want to celebrate an important event during the Winter Festivals Period.

Case study example 1:

Event	Venue	Theme
'Multicultural St. Andrews Day celebration'	Community Centre, Café, Place of worship, School	Bringing together diverse communities to celebrate St. Andrew's weekend with Scottish and Indian Music, African food, Islamic poetry and

Case study example 2:

Event	Venue	Theme
'The New Burns Supper'	Community Centre, Civic centre, school hall, café, civic space	'The New Burns Supper': A multicultural Celebration of Scotland's national bard shared alongside food and poetry from South Asia – Scotland meets Asia in food, music, poetry and song.

AIMS / OBJECTIVES – CRITERIA

Please utilise the aims and objectives section as a framework for your application. Where you can link your application to key objectives. Applications will be assessed on where and how they can demonstrate enhancement of key objectives. Please note that you are not expected to

Aim

SWF aims to mobilise the people of Scotland and those with an affinity to Scotland to join in the St Andrew's Day, Hogmanay and Burns celebrations, boosting our key tourism and events sectors and the wider economy, enhancing community engagement and raising Scotland's international profile

Objectives

- Deliver a programme of supported events across Scotland to celebrate each landmark day;
- Provide opportunities to inspire people in Scotland, the rest of the UK and internationally to celebrate Scotland's national days - St Andrew's, Hogmanay and Burns Night;
- Drive tourism visits from people in Scotland, the rest of the UK and internationally by demonstrating that Scotland is open for business during the winter period;
- Promote and showcase Scotland as a modern and creative nation with a rich heritage, highlighting our contribution to the world.
- Engage, inspire and mobilise communities across Scotland in the celebration of Scotland's national days - particularly in relation to St Andrew's Day - with a renewed focus on activities by event organisers to encourage greater participation from multi-cultural and deprived communities.

Diversity

The '*Diverse Communities Small Grants Programme*' will celebrate the cultural diversity of Scotland.

In light of this we will expect successful applicants to articulate how they will engage the broader community in any event. It is recognised that EM communities and others including cultural and religious minorities, people with a disability, LGBTI communities, women, and elderly groups and populations can face barriers to participation, recognition and inclusivity.

Urban and rural areas share similar aspirations but differing challenges. We would urge applicants to consider the broader populace when planning an event and ensure the nature of any celebration is inclusive and welcoming.

This may be by formally inviting another organisation or group to participate in an element of your activity or by sharing this activity with the wider community ensuring that they are aware of its happening and of its inclusive nature.

Citizenship

Citizenship in practice is a core philosophy of the small grants programme. Like the diversity strand we are keen that applicants demonstrate how they will engage with the broader community and civic Scotland. Your event in its entirety is an example of active citizenship, showcasing your community's strength, diversity and inclusivity.

You may want to consider hosting a launch or reception at which you can invite the larger community to attend your event including your local Councillors, MSP's, MP's or key stakeholders. This would give you the opportunity to make links and explain your broader work and aspirations.

Home

Scotland is a diverse country and we want you to show in your application how you choose to celebrate Scotland as **home** as part of Scotland's Winter Festivals. Most importantly we want you to celebrate **home** using your community's cultural characteristics.

Who Can Apply?

- You must be a community group, unincorporated association, charity or not for profit organisation working in, with or for Scotland's diverse communities.
- You must have at least one of the following governing documents; a constitution, management committee, foundation document, charitable status or demonstrate that you are a not for profit organisation.
- You must have an independent organisational (i.e. not personal) bank account **or your application will not be considered.**
- Be Committed to submit evaluation report and evidence of event

How to apply

- Please ensure you have referred to the above criteria when submitting your application.
- Please complete and send an application form with your budget.
- When completed please send your application to festival@bemis.org.uk
- We may contact your organisation to discuss your application, so please provide contact details for an appropriate person.

Criteria for assessment of your application

BEMIS Scotland will assess the following:

- Your event must take place between 25/11/17 – 31/01/18
- **Your event or activity's connection to the key objectives of Scotland's Winter Festivals**
- Your group's experience of, or commitment to working with diverse communities.
- Your group's skills and experience in running events previously:
- Evidence of financial planning/budgeting

- Evidence of publicising / marketing
- Evidence of organisational / planning skills
- You must provide a proposed date and venue for your event.
- You must demonstrate how your event will appeal to other communities and general public and how you will involve them.

Next Steps (successful applicants)

- Please note we may not award the full amount applied for.
- Please ensure the address on your application form is the address where you want the grant cheque to be sent.
- Your organisation must have an independent bank account. Your application should include the full organisations details including who to make cheque payable too on your application form
- We will ask you to send us 50 words of copy, details of your venue, date, time and booking information for your event as well as a high resolution image for BEMIS Scotland records, event promotion and marketing.
- On acceptance of a grant from BEMIS Scotland, we ask that your organisation keep us informed about the event and any changes that happen during planning.
- **We require that you complete an event organiser evaluation form, which will be sent to you in advance and return this within 1 month of your planned event**

Submission of Application

We prefer applications to be sent to us by email. Please return this completed form to: festival@bemis.org.uk

If cannot return your application by email and need to send it by post please send it **by recorded delivery** to the following address:

SWF
BEMIS Scotland
4th Floor, Centrum House
38 Queen Street
Glasgow, G1 3DX

We are not responsible for any application sent to us by standard post that is not delivered.

Contact

If you have any queries please get in contact by emailing festival@bemis.org.uk or calling the office on 0141 548 8047.

You can also follow us on Twitter ([@bemis_scotland](https://twitter.com/bemis_scotland)) and Facebook (facebook.com/bemisscotland) to keep up to date with news about funding.