



Dorset Arts & Crafts Association

Registered Charity No 306252

DACA Arts & Crafts Grant: Terms and Conditions

1. Who can apply

Applications may be made by

- Schools
- Groups working with young people
- Groups working with those with additional needs
- Groups supporting mental health and wellbeing
- Properly constituted voluntary organisations. This is a group of 10 or more people who meet regularly (at least 10 times per year) to participate in activities. No person can derive any monetary gain from being involved with the group.
- Individuals who wish to develop their knowledge or skills for the benefit of others

Applicant organisations must be based in Dorset, although members of the organisation may be resident outside the county.

Individual applicants must be resident in Dorset.

2. The purpose of the grant

Applications must have a strong arts or crafts focus.

It must meet at least one of these criteria

- Promoting the study and encouraging the education of the residents of Dorset.
- Supporting young people.
- Supporting those with additional needs.
- Groups supporting mental health and wellbeing.
- Community project
- Developing new skills

The application may be for specialist equipment, for training or for materials necessary for the project.

We do not provide funding for

- Food or cookery projects
- Gardening or wildlife projects
- Business startups or business expansion

- Ongoing running costs which are not directly related to the project

Please contact us for further guidance about whether your project is eligible if you are unsure.

3. Grant amount

The maximum amount available each year is £1,000.

Applications for the full amount or for smaller amounts will be considered on their merits, rather than on the amount requested.

Your application must include a cost breakdown, showing how the amount requested has been calculated.

4. Progress monitoring

Your project should have a defined start date and milestones against which progress can be monitored.

We will ask you for regular updates on progress. The timetable for progress reporting will be agreed with the Grant Officer when the award is made.

5. Showcase display

If your application is successful, we will ask you to contribute a display of work to our annual Showcase event at Purbeck School, Wareham. This display may consist of finished articles or work in progress, depending on the nature of your project.

DACA may be able to supply some help with display equipment.

6. Publicity

DACA will publicise the award of the grant on its website, on social media, in the Showcase programme and in other printed or digital media as we see fit. Personal details of the applicant will not be made public.

DACA support for the project must be acknowledged. The DACA logo will be made available for use in publicity.

7. What to do if something goes wrong

You must let us know immediately, using the contact details below (section 8.2) if circumstances change such that you are unable to start or continue with the project for which the grant has been provided. We will discuss the situation with you and determine the best course of action.

While we will do our best to support you, we reserve the right to reclaim all money paid if no other solution can be found.

8. Administrative details

8.1. Timetable for grant award

1 st Sept – 30 Nov	Application window: applications must be submitted between these dates. Late applications cannot be considered. Your application will be acknowledged.
1 st – 31 st December	All eligible applications will be reviewed and a decision will be made on the award.
Early January	All applicants will be notified of the outcome of their application. Successful applicant(s) will be asked to confirm acceptance of the award. Funds will be made available in accordance with the time table set out in the application.
Early March	Successful applicants will be invited attend the DACA Annual General Meeting in March, where a presentation will be made.
March – July	Regular progress reports, to an agreed timetable, must be sent to the DACA Grant Officer.
Early August	Applicant is required to stage a display relating to the grant award at the DACA Showcase at Purbeck School, Wareham.

8.2. Contacts

The initial point of contact for all questions relating to the Grant is the DACA Grant Officer, who can be contacted by email at grant@dorsetartsandcrafts.org

Other contacts that may be useful

DACA Chair chair@dorsetartsandcrafts.org

DACA Secretary secretary@dorsetartsandcrafts.org

DACA Treasurer treasurer@dorsetartsandcrafts.org

All contact with the applicant will be with the person named on the application form. Should any contact details change, it is your responsibility to let us know.