

**Capital / Buildings and Grants for the Arts**

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# 1 Grants for the Arts

Grants for the Arts (GFTA) is our Lottery-funded grant programme for individuals, arts organisations and other people who use the arts in their work. Grants are available for activities carried out over a set period and which engage people in England in arts activities and help artists and arts organisations in England carry out their work.

Activities we support must be clearly related to the arts and must be project-based, up to a maximum of three years in length. Grants normally range from £1,000 to £100,000 and we can fund up to 90 per cent of the cost of an activity.

All applicants must also read the ‘[How to apply guidance](http://www.artscouncil.org.uk/funding/grants-arts/2016/how-to-apply)’. Download it from our website or contact us for a copy.

# 2 Capital (Buildings) and Grants for the Arts

Since 1994, Arts Council England has supported capital developments with £1.5 billion of Lottery funding. This investment has supported an unprecedented number of building projects, both as refurbishments and extensions to existing arts buildings, and entirely new buildings in places where access and engagement in the arts was limited.

Given our significant capital investment since 1994, it is now the right time to consider the improved resilience and sustainability of the existing arts infrastructure.

Our capital investment through Grants for the Arts will prioritise the consolidation and improvement of existing arts buildings and equipment rather than investing in significant expansion or new infrastructure.

We will support organisations to develop resilience by having the right buildings and equipment to deliver their work and become more sustainable. This includes increasing the environmental performance of buildings in the arts sector to support a reduction in carbon emissions.

## 2.1 What you can apply for

We will consider the following expenditure:

* refurbishing, modernising or improving existing arts buildings providing you have our written agreement beforehand
* buying assets such as equipment, instruments and vehicles, including installing new technologies
* professional fees associated with capital spending on your project
* VAT that you cannot recover from HM Revenue and Customs
* costs resulting from temporarily having to stop activities during the project
* environmental sustainability costs including installing or retrofitting sustainable technologies
* commissioning artists or craftspeople to contribute to the capital project
* additional staffing for specific work during the capital project

Please note you cannot apply for more than £15,000 towards Capital project without obtaining our [permission to apply](#_5_Permission_to).

## 2.2 What you cannot apply for

We cannot fund costs of research or feasibility work, and in general, we will not normally pay for:

* converting an existing building for arts purposes if you do not have our written agreement beforehand
* extending an existing arts building if you do not have our written agreement beforehand
* purchasing new premises for arts use (freehold or leasehold interests) if you do not have our written agreement beforehand
* capital assets that you plan to sell
* costs you have to pay for before we make a decision on your application
* projects that demonstrate little or no potential benefit to the public
* costs that are already covered by other funding
* general running costs and overheads that are paid for by other income,
including your own funds after the project is complete. This includes overheads related to equipment or buildings, such as insurance and maintenance costs
* capital projects required to support activities for educational purposes necessary by law

Remember, you cannot apply for more than £15,000 towards Capital project without obtaining our [permission to apply](#_5_Permission_to).

# 3 Permission to apply for Capital projects over £15,000

You need our written agreement to apply if you are apply to Grants for the Arts for more than £15,000 towards

* building works for existing arts facilities (including fit-out and refurbishment)
* improving access for existing arts facilities
* buildings works for new arts facilities (including fit-out)
* buying property or leasing a building the purchase of new premises for arts use (freehold or leasehold interests)

Requesting our permission to apply, allows us to make sure that the future capital and revenue needs of these projects has been taken into account. We also want to ensure that applications are sufficiently developed before being considered for funding.

To apply for more than £15,000 towards Capital project you must complete the ‘Capital (Buildings) and Grants for the Arts – permission request form’. Download it from our [Grants for the Arts information sheets](http://www.artscouncil.org.uk/funding/grants-arts/2016/information-sheets) page, or contact us for a copy.

Please note that we may not be able to grant you permission to apply, and obtaining our written agreement to apply does not guarantee that your application will be successful.

# 4 Key things to remember

This section provides a starting point for some of the issues you will need to consider in planning and delivering your capital project. This list is for guidance only and is not exhaustive. Independent professional and/or legal advice should be sought.

* Before submitting your application, we expect you to have undertaken research that demonstrates a need for the project. You may need to consider preparing a feasibility study and exploring options for meeting your needs to ensure that the objectives of your organisation will be fulfilled by the project’s outcomes
* You should ensure that your project budget is realistic and you have sought relevant professional advice. You should ensure your budget includes appropriate allowances, if relevant, for such things as, but not limited to, furniture, fittings and equipment, professional fees, inflation and includes a suitable amount for irrecoverable VAT (VAT you cannot claim back) or unexpected costs (a contingency) as once we have awarded your grant, we cannot increase it
* You must have a detailed plan for managing your project so that you can complete it within the timetable and budget you have set. You should work out the possible risks associated with your project and plan how to manage and control them
* A capital project is a big commitment for any organisation and will need attention above and beyond your organisation’s day-to-day business. You should therefore ensure you have the right experience for the scale and complexity of the project proposed. You may also need to seek specialist advice from consultants if you do not have all the skills available within your organisation
* You should take all reasonable steps to obtain value for money when buying assets, goods and services by obtaining quotations or applying competitive tendering. You must also comply with all applicable current UK public regulation procurement laws when buying any goods or services that will be used directly or indirectly in relation to the capital project, if applicable
* You must carefully consider the project’s effect on your long-term operation and budget for it. In addition to the capital grant you are seeking, you will also need to budget for the running costs of the building and/or equipment. You must not assume that we will pay for the future running costs arising from the project (for example, maintenance, security, insurance, staffing)
* You need to demonstrate how the building will enable or enhance the arts activities you provide. Artists, craftspeople and audiences can contribute to your project and should be involved as early as possible in your organisation’s work, as consultants in planning, designing or building facilities, or by making new commissioned work for the project
* Your project should meet high standards of design and construction, taking due notice of priorities such as fitness for purpose, environmental standards, energy efficiency, accessibility, cost effectiveness and value for money. You should ensure that the completed project will meet your needs and that you have considered steps to minimise its impact on the environment
* You will need to consider how you will provide access for all with particular regard to the relevant legislation. If you are applying for a building project, you should consider any specific measures that you propose to incorporate into your design. For example, ramp access, induction loops, accessible toilets, clear signage and lifts
* You must also ensure that you comply with all relevant legislation in developing and delivering your project. This may include, but not limited to, planning permission, listed building consent, landlord approvals, Construction Design Management (CDM) and building regulations
* If you are applying for funding towards a building project which will follow the Royal Institute of British Architects (RIBA) Plan of Work, the project must normally have achieved RIBA Stage 3 by the time you submit your application

# 5 Further information

You can learn more about Arts Council’s Capital investment 2015-18 (non Grants for the arts) on our website.

Take a look at our [Capital investment programme for 2012-15](http://www.artscouncil.org.uk/funding/apply-funding/funding-programmes/capital/) – where we invested over £240 million across England.

Find out more [background about our Capital programme for 2015-18](http://www.artscouncil.org.uk/funding/apply-funding/apply-for-funding/capital-investment-2015-18/more-about-fund/).

**Julie’s Bicycle**

<http://www.juliesbicycle.com/>

Julie's Bicycle is a not-for-profit organisation working with the arts and creative industries to make environmental sustainability a core component of their business.

# 6 Contact us

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