**Culture Recovery Fund: Emergency Resource Support Round 2 Permission to Apply form**

The Culture Recovery Fund: Emergency Resource Support programme has been put in place to provide exceptional emergency funding awards to culturally significant organisations which were financially sustainable before Covid-19 but are now at imminent risk of failure and have exhausted all other options for increasing their resilience.

Applicants can apply for funding to cover the period from submission of a full application up to a point where they can demonstrate a return to financial viability. This must be no later than 31 March 2022. Please note that where spend is committed without a final decision on the application being made, it is done so at an applicant’s own risk.

For this programme, we define ‘cultural’ organisations as sitting within the remit of Arts Council England[[1]](#footnote-2). 

* Not for-profit organisations can apply for grants of between £25,000 and £3 million.
* For-profit organisations can apply for grants between £25,000 and £1 million.

If you have previously received a grant from the Culture Recovery Fund, there are cumulative limits on how much you can apply to this programme for:

* if you are a non-profit organisation, the maximum you can receive in total across all rounds is £4 million
* if you are a for-profit (commercial) organisation, the maximum you can receive in total across all rounds is £1.5 million

Permission to apply requests will be accepted from **12:00 (midday) 22 November 2021.**

The latest we can accept a permission to apply (PTA) request is **12:00 (midday) on** **18 January 2022**.

Before you seek permission to apply, please ensure you have checked you meet the full eligibility criteria for the fund and have carefully read the [guidance for applicants](https://www.artscouncil.org.uk/funding/culture-recovery-fund-emergency-resource-support#section-2) and [frequently asked questions.](https://www.artscouncil.org.uk/funding/culture-recovery-fund-emergency-resource-support#section-3)

To help us assess your permission to apply request fairly and robustly, please make sure that you:

* Respond to each of the prompts outlined under each question
* Do not assume that the assessor will have prior knowledge of your organisation or the work you do, and provide sufficient detail and clear explanations within your answers
* Complete and attach the [mandatory cashflow template](https://www.artscouncil.org.uk/funding/culture-recovery-fund-emergency-resource-support#section-7), which must demonstrate you are at clear risk of no longer trading viably\* within 12 weeks (you **must** use the template provided). Please factor into your cashflow income from other Government schemes.
* Make sure that the information you are providing in your cashflow correlates to the answers provided in your PTA and offer explanations where necessary

Please note, if your organisation has previously scored ‘not met’ for Cultural Significance in previous applications to the Culture Recovery Fund you will need to provide new information or further detail than what was included in your initial application, so that we can reassess and determine whether a new score is merited.

If you have previously received funding from CRF Rounds 1-3, you will not be required to provide answers to demonstrate Cultural Significance.

If you do not provide the required information in the first instance, this can cause delays to accessing funding – as permission to apply may not be granted and you may need to resubmit, which we would require a further 5 working days to assess.

**Organisations that have not applied for Emergency Resource Support in round 1 can request permission to apply a maximum of 2 times. Organisations that have submitted a PTA or full application for Emergency Resource Support in round 1 and were unsuccessful, may only request permission to apply in round 2 once.**

**If your Permission to Apply has not been granted, we will provide you with brief feedback. You can use this brief feedback and may choose to revise your activity or provide different information, requesting permission to apply a second time where applicable.**

\*We provide a definition of what we mean by ‘no longer trading viably’ and detail the types of costs you can apply to Emergency Resource Support to cover in [this](https://www.artscouncil.org.uk/funding/culture-recovery-fund-emergency-resource-support#section-4) [section](https://www.artscouncil.org.uk/funding/culture-recovery-fund-emergency-resource-support#section-4) of our FAQs.

**CRF: Emergency Resource Support PTA form**

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| Organisation Name |  |
| Main Contact Name |  |
| Main Contact Job Title |  |
| Main Contact email |  |
| Main Contact Telephone |  |
| Applicant Full Address |  |
| Grantium Applicant Number[[2]](#footnote-3) |  |
| Previous CRF Grant project number(s) *if applicable* | *Relevant project prefixes: CRFG- ; GRMV -; ACAP-; TCSP-; ERSF-*  Please provide information of all submitted CRF Grant applications, whether you were successfully funded or not. |
| Total CRF Funding Awarded to Date *if applicable* | £ |
| Please state how much you are requesting (£): |  |

In order for us to check your basic eligibility requirements for the fund, please answer the following questions:

**If you are** **applying for £1,000,000 and under was your organisation constituted and registered at either Companies House, Charity Commission and/or other appropriate regulatory body on or before 30 September 2019?**

Choose an item.

**If you are applying for £1,000,001 and over was your organisation constituted and registered at either Companies House, Charity Commission and/or other appropriate regulatory body on or before 31 March 2018?**

Choose an item.

**Is your organisation’s primary role to create, present or support one (or more) of these genres or sub genres that fits within Arts Council England’s current remit excluding Libraries? (Dance, Visual Arts, Music, Theatre, Literature, Combined Arts, and Museums).**

Choose an item.

**Are you able to evidence that your organisation is at risk of no longer trading viably within the next 12 weeks?**

Choose an item.

**Please confirm that you have exhausted all other reasonable options to ensure that your organisation remains financially viable including government relief schemes[[3]](#footnote-4)**

**, affordable lending, viable alternative options for commercial, contributed and philanthropic income, and using your own resources.**

Choose an item.

**Please confirm that you are happy to have future contact with Arts Council England to discuss how plans for sustainability are progressing.**

Choose an item.

**Please complete the cashflow forecast template available** [**here**](https://www.artscouncil.org.uk/funding/culture-recovery-fund-emergency-resource-support#section-7)

**This template must be attached to your email along with this PTA form for your request to apply to be valid. Please note we can only accept the cashflow forecast template in an Excel format.**

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| **Briefly tell us about your organisation and its work**  *(no more than 200 words)*  You do not need to answer this question if you have previously been awarded funding from CRF Rounds 1-3.  If you were unsuccessful in previous rounds and/or your organisation has scored ‘not met’ for Cultural Significance in previous applications to the Culture Recovery Fund you will need to provide further detail, so that we can determine whether this score has the potential change. |
| Prompts:   * *What cultural activities does your organisation create, present or support?* |

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| **Briefly set out your organisations current position and include detail of your projected/forecast risk of no longer trading viably**  You will be able to provide further information on this if you are invited to apply. *(no more than 200 words)* |
| Prompts:   * *What is the current status of your organisation: are you operating, partially operating or have you temporarily closed/ceased trading?* * *Outline your projected risk of no longer trading viably within the 12 week period stipulated for this fund.* |

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| **Briefly describe how you would use a grant from this fund to achieve financial viability**  You will be able to provide further information on this if you are invited to apply. *(no more than 200 words)* |
| Prompts:   * *Outline how you would use a grant from this fund to achieve financial viability.* * *What activity do you plan to deliver within the funding period, and how is this the most appropriate way for you to transition to a full operation?* |

**Please email your completed form to**[**ers@artscouncil.org.uk**](mailto:ers@artscouncil.org.uk)

Whilst we will aim to review the form and provide a response within **five working days**, we cannot guarantee a timeframe by which we will reach a decision as we may experience a high volume of applications. Please be aware that Arts Council England will be closed over the Christmas break from 24 December – 4 January. Submissions cannot be processed during this time and won’t be included within the turnaround period. Please note our customer services team will also not be available to answer questions during this period.

If you are granted permission to apply you will need to submit a full application on Grantium. You will have **five working days from that point** to submit the application.

We aim to turn around applications within **six weeks** from the point of full application to decision. Whilst we aim to work as quickly as possible through the process, we cannot guarantee a timeframe by which we will reach a decision as we may need more information or time to explore each proposal depending on the complexity or scale of the request.

1. Arts Council England’s remit covers Visual Arts, Music, Literature, Theatre, Dance, Combined Arts and Museums. Our remit also includes Libraries, which are not eligible for this fund. Other types of organisations may also be eligible to apply, for more detailed information about what this fund will cover please refer to the [Frequently Asked Questions](https://www.artscouncil.org.uk/funding/culture-recovery-fund-emergency-resource-support#section-3) which support the CRF Grants guidance. [↑](#footnote-ref-2)
2. You must have a registered Grantium profile before submitting a permission to apply request. You can find [guidance on our website](https://www.artscouncil.org.uk/welcome-grantium#section-2) [↑](#footnote-ref-3)
3. These schemes include but are not limited to the Coronavirus Job Retention Scheme, Restart Grant Scheme, Recovery Loan Scheme, Additional Restrictions Grant Scheme, Coronavirus Statutory Sick Pay Rebate Scheme, Coronavirus Business Interruption Loan Scheme, Coronavirus Bounce Back Loan Scheme, Retail, Hospitality and Leisure Grant Fund, Small Business Grant Fund, Kickstart Scheme [↑](#footnote-ref-4)