



Tufted - LIFT London International  
Festival of Theatre 2014  
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## NATIONAL LOTTERY PROJECT GRANTS INFORMATION SHEET

# Touring Projects strand (Regional, National and International)

Arts Council National Lottery Project Grants is our funding programme for arts, museums and libraries projects.

Published: October 2023

Updated: May 2024

# What's Inside

This information sheet provides **additional information** for your Arts Council England's National Lottery Project Grants application.

Make sure that you have also read the main **Guidance for applicants**. See our [website](#) for more information about Project Grants.

In this information sheet, we will talk about the following:

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# Introduction

This information sheet is about the **Touring Projects strand (Regional, National and International) strand** of National Lottery Project Grants. You can apply to this strand for applications of £30,001- £100,000 and £100,001 and over. This information sheet provides a definition of Touring Projects, explains what you can and can't apply for, and gives an overview of the application process and timeline.

You should read this alongside the relevant [Project Grants 'Guidance for applicants, £100,001 and over' or '£30,001 and over' document](#) to support you in making your application.

We also have an information sheet called [Touring: Developing a project](#), which covers the things you should think about when putting together a touring project. It's useful if you're applying to us for any amount and your project includes touring, or if you're applying to the Touring Projects strand specifically.

## Touring projects (regional, national, international)

This strand of National Lottery Project Grants is designed to support touring projects that will help us deliver our strategy Let's Create, with a focus on our second Outcome, **Cultural Communities** and some elements of our third Outcome, **A Creative and Cultural Country**. In our strategy, we describe our ambition that people have improved access to a full range of cultural opportunities wherever they live. Touring plays a vital part in achieving this vision.

## Definition and eligibility

We define touring as the distribution of the **same creative or cultural work, programme or event** to **at least two different locations** in England, the other UK nations and/or internationally. A tour must include some element of **performance, presentation or display** in each location.

The funding request to Arts Council England for a Touring Project will be **£30,001 or more**. There is no upper limit but grants of over £1 million will only be made in exceptional circumstances.

To be eligible for funding through this strand, Touring Projects **must** be grounded in one of the Elements of the [Cultural Communities Outcome](#) or

Elements O or P of the [Creative and Cultural Country Outcome](#). These Elements are:

**Element I:** Improving access to a full range of cultural opportunities wherever people live

**Element J:** Working with communities to better understand and respond to their needs and interests, resulting in increased cultural engagement and the wide range of social benefits it brings

**Element K:** Working collaboratively through place-based partnerships to impact one or more of the following:

- support and involve communities in high-quality culture
- improve creative and cultural education for children and young people
- improve health and wellbeing through creative and cultural activity
- build skills and capacity in the cultural sector and grow its economic impact

**Element L:** Connecting people and places, including diaspora communities, nationally and internationally

**Element O:** Strengthening the international connections of cultural organisations and creative practitioners, including co-production and touring

**Element P:** Bringing world-class culture to audiences in England

We will only consider projects that will deliver against one of these Elements.

Touring Projects do not need to demonstrate that they deliver against any other Elements, although you can **choose** to select up to two additional Elements in your full application if you feel it's really relevant to your project. We'd generally rather that a Touring Project is focused and delivers strongly against one Element, than in a more diluted way across more Elements.

## Supporting touring ecologies to be dynamic and collaborative

We want to support Touring Projects that help to re-establish and evolve touring ecologies at all scales and disciplines so that organisations and individuals are better able to manage post pandemic and other ongoing economic challenges. There are lots of ways to achieve this, but in this period to 2026 we're particularly interested in projects that include one or more of the following:

- Consortia and organisations who want to **work together in new ways**, for example, exploring new business models and/or sharing services
- Tours that **reach and engage historically underserved communities** and audiences including places with limited cultural infrastructure
- **Environmentally responsible alternative touring models**, for example single object tours, slow or concept touring
- **International touring**, both inbound and outbound

They're not the only types of projects that we'll support, and we are interested in hearing how Touring applicants propose making the touring ecology more dynamic and collaborative in other ways. However, these focuses are aligned with our Outcomes and our Investment Principles and will form part of our thinking when we're deciding which projects we will invite to full application.

## Other ways we support touring

In Project Grants we can also fund touring through:

- Our £30,000 and under or £30,001-£100,000 strands. Please see the relevant [Guidance for applicants](#) for more information.
- As part of Major Projects £100,001 and over where touring is not the primary focus of the project. Please see the [Major Projects information sheet](#) for more detail.

# What you can apply for

We can support:

- a variety of work to tour including performances, installations, exhibitions, programmes, events, digital distribution where the work is touring to physical places, or a combination of things.
- some making or development costs along with the costs associated with touring the same creative or cultural work, programme or event, however the costs being applied for must be weighted towards the tour itself.
- new projects as well as tour extension or the re-presentation of work to increase its distribution.
- Touring locations that might include:
  - a theatre
  - a gallery
  - an arts centre
  - a library
  - a museum
  - a festival site or space
  - a community centre
  - a high street
  - any other space or site where the activity is taking place

# What you cannot apply for

Through this strand we won't normally support:

- early testing
- previewing
- research and development (R&D)

You can apply to the main Project Grants programme for this kind of work.

# Restrictions on applying for a Touring strand project

There are restrictions on applicants applying to the **Touring Projects** strand.

The restrictions below will apply from 1 April 2023-31 March 2027.

We don't count any Expressions of Interest (EOI) or full applications you made before 1 April 2023.

## **NPOs/IPSOs/Transfer organisations/National museums:**

- Can apply to **Major Projects, Touring Projects** and **Place Partnerships**
- Can make a maximum of 2 full applications (funded or not funded) within the period 1 April 2023-31 March 2027, across any combination of these strands (this includes applications to Nationally Significant Projects, which is what Major Projects were before November 2023)
- We decide which period (22-23 or 23-27) your application falls into based on when you submit your EOI

Please see our Funded Organisations information sheet under the Funded Organisation section of the [Guidance library](#).

## **All other applicants (this includes non-NPO organisations and individuals):**

- Can apply to **all** strands of Project Grants
- There is a **restriction** on the number of times you can apply to **Major Projects** and **Touring Projects for £100,001 and over**
- You can make a maximum of 2 full applications (funded or not funded) within the period 1 April 2023-31 March 2027, across any combination of these two strands (this includes applications to Nationally Significant Projects, which is what Major Projects were before November 2023).

# Expression of Interest (EOI)

If you want to apply to the Touring Projects strand, you'll need to submit an Expression of Interest (EOI) first.

This is because we want to make sure that your project clearly aligns with our aims for Touring Projects (as set out above) and is broadly feasible as a project before potentially inviting you to develop a full application. We'll also think about the budget we have available.

Please think carefully before submitting an EOI, and make sure that you do so at a time that makes the most sense for your project and for your wider work.

We **strongly advise** all potential applicants for projects where the request is £100,001 or more to have a conversation with us before submitting an EOI.

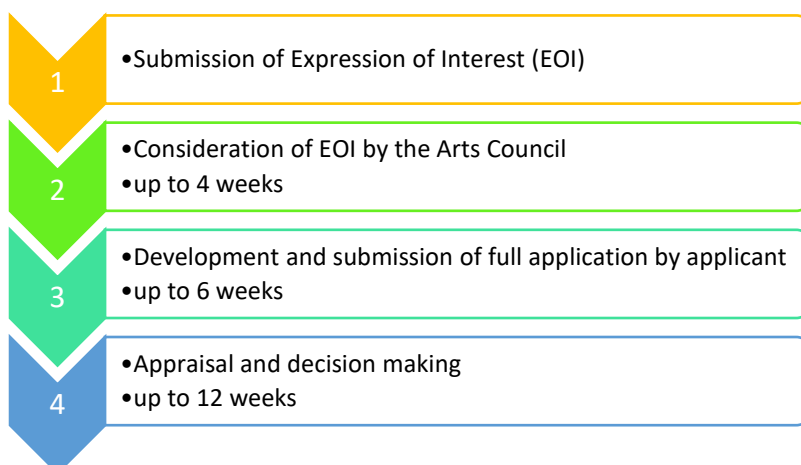
## Timeline

From **receiving your EOI**, it usually takes **no longer than four weeks** for us to respond. If it will take us longer than four weeks, we will contact you and let you know as soon as possible.

If you are invited to make a **full application**, you will have **six weeks** to submit it.

It then takes up to **12 weeks for us to make a decision** on a full application.

**The whole process can therefore take up to 22 weeks in total.** When planning your project, make sure that you leave enough time for us to complete this process.





Applicants to the Touring Projects strand should also note that we may need to request additional information to allow us to consider Subsidy Control implications. Reviewing this additional information can mean it take us longer than the usual twelve weeks to make a decision on full applications for £30,001 or more. You can help us by responding promptly to requests we make for any additional information.

You can find out more about what Subsidy Control is [here](#).

## Eligibility questions

These are accessed by working through the Eligibility Questionnaire for Project Grants. You can visit our [website](#) for more guidance on how to use Grantium.

### The Eligibility questions we will ask are:

- **Is Touring the primary focus of your project?**

We define touring as the distribution of the same creative or cultural work, programme or event to at least two different locations in England, the other UK nations and/or internationally.

A tour **must** include some element of performance, presentation or display in each location.

**Yes/No**

- **Does your project respond to either:**

- One Element of the [Cultural Communities Outcome](#); or
- Elements O or P from the [Creative and Cultural Country Outcome](#)

**Yes/No**

- **Can you evidence demand for the work you want to tour?**

You may have commitment or 'in principle' commitment from local or venue partners.

You may have data from previous audiences.

You may have tested and engaged audiences in the work you want to tour.

**Yes/No**

# Expression of Interest questions

Once you have completed the Eligibility Questionnaire, you will move onto the Expression of Interest for Touring Projects. There we will ask:

## Amount requested

- **Total project amount (£)**
- **Amount requested from Project Grants (£)**
- **Where will any match funding for this project come from? (1000 characters)**
  - Tell us about any earned income and how you have calculated it, fundraising activity, other public funding, funding from other Lottery distributors, or any other sources
  - Are each of these expected or confirmed at this stage?
  - If you've struggled to find match funding you can tell us about it here.

## Essential information

- **Have you received advice from the Arts Council? Y/N**
  - If so, from whom?
- **Is this a resubmission of a previously submitted Touring Projects Expression of Interest? Y/N**

**Your proposal: Outcomes**

- **What is the primary Element, as set out in the applicant guidance, that your project is grounded in?** *[Drop down list of O2 and O3 elements]*
  - This is about the primary **Element** your project will be contributing to.
  - If invited to make a full application, you'll be able to select up to two more Elements.
  
- **We want to support touring projects that are collaborative and dynamic to help re-establish and evolve touring ecologies. Does your project incorporate any of these features?**

Tick as many as relevant

  - Consortia and organisations who want to **work together in new ways**
  - Tours that reach and engage **historically underserved communities and audiences** including places with limited cultural infrastructure
  - **Environmentally responsible alternative touring models**
  - **International touring**, both inbound and outbound
  - My project **does not include these features**
  
- **Give us an outline of your proposed project** (3000 characters):
  - Describe the creative or cultural work, programme or event that you are touring
  - Describe the rationale for the tour schedule you have put together
  - Describe any wrap around activity and explain how it supports the tour
  
- **Tell us how you can evidence demand for the work you want to tour**
  - You may have in principle or confirmed commitment from location partners including dates and financial support
  - You may have data and feedback from previous audiences
  - You may have tested and engaged audiences in the work you want to tour.

**Your proposal: Investment Principles**

- **£100,001 and over only:**

**Give us an overview of how you will use the Investment Principles to shape and deliver your proposed project (2000 characters)**

Our Investment Principles are:

- Inclusivity and Relevance
- Environmental Responsibility
- Ambition and Quality
- Dynamism

**All applicants:**

- **If you have had any previous Arts Council funding (through any programme) for activity that relates to what you are proposing here, tell us about how this project builds on your previous activity (1000 characters).**

For example, think about how you've used the learning from your previous project.

**Attachment**

- **An indicative/draft tour schedule (table)**

## When we look at your EOI, we will think about:

- the information you provide in your EOI and how well we think it meets the aims of the Touring Projects strand
- the feasibility of the project idea presented in the EOI, thinking about evidence of demand, project finances, and the tour schedule
- how much budget we have
- the total funding you've had from Arts Council England, thinking about organisational capacity and risk in the context of the project you are proposing
- if you are a National Portfolio Organisation (NPO), IPSO, CPP or Music Hub (MH) we may also take your current risk rating into account when deciding whether to invite you to make a full application.

## If we invite you to apply

You will receive your invite to apply via Grantium. You will have six weeks to develop and submit your full application, including the mandatory attachments. Your invitation to apply will tell you the deadline for submitting your full application.

If invited to apply, please read the relevant [National Lottery Project Grants Guidance for applicants](#) before submitting your application to make sure you're providing everything that we need. The Guidance for applicants also explains how we make decisions on applications.

## If we don't invite you to apply

If we decide not to invite you to apply we will let you know via a letter on Grantium.

# Making a full application

Full applications for Touring Projects are made using the Project Grants application form on our online application system, Grantium. Your invitation to apply notification will provide access to your application form.

See the Grantium guidance on our [website](#) for more information.

Guidance on completing the application form is set out in the Project Grants [Guidance for Applicants: £30,001 and over, or £100,001 and over](#).

**Please be aware that as part of your full application you will need to submit the following as attachments:**

- An **audience development plan** (mandatory)
- A **cashflow** for the project (mandatory)
- If your application is for £100,001 or over - a copy of your **financial statements** from the last financial year that have been examined by an independent auditor (unless your organisation is exempt) and that have been prepared to the relevant legal requirement for an organisation of your size and status.

You'll be asked to enter an **updated tour schedule** as part of the application form, under 'Where is your project happening?'. Here you can tell us if venues/partners are 'expected' or 'confirmed' in principle.

We have an information sheet called [Touring: Developing a project](#), which includes some more information about good practice when putting together your touring project and application.

# Contact us

**Phone:** 0161 934 4317  
**Email:** [enquiries@artscouncil.org.uk](mailto:enquiries@artscouncil.org.uk)  
**Website:** [artscouncil.org.uk](http://artscouncil.org.uk)  
**Post:** Arts Council England  
The Hive, 49 Lever Street  
Manchester  
M1 1FN

You can also Live Chat with our customer services team by clicking the icon on our Project Grants page on our website.