

# UNLIMITED...

## Frequently Asked Questions at Expression of Interest stage

### Applying

#### Why is there a two-stage application process?

This two-stage process saves time for artists/companies and selection panel members. Only shortlisted applicants are asked to complete a full application with a detailed project plan and budget. Shortlisted applicants also have direct contact with a named Unlimited Team member and any relevant partners to support their application.

If you submitted an Expression of Interest and are not shortlisted, unfortunately you are not eligible to submit a Full Application.

#### When and how will shortlisting decisions be made?

The selection panel shortlists in November 2020. The selection panel includes representatives from key partners and also independent members. The panel is disability-led. Unlimited staff support the application process but do not vote in the final selection process.

You can find more information on the Selection Panel on our website. The new panels will be announced Summer 2020: [weareunlimited.org.uk/apply-to-unlimited/selection-panel/](https://weareunlimited.org.uk/apply-to-unlimited/selection-panel/)

The shortlist will be announced on 3 Dec 2020. The final decisions on awards are made in March 2021.

#### How many Expression of Interest applications can I make?

You can be the lead applicant for up to two applications.

If you do make two applications, at least one must be linked to a Partner Award.

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### **Can I be named in other applications?**

You can also be mentioned as delivering within 2 other applications.

### **Can Unlimited give me advice about writing a good Expression of Interest application?**

No. We have to be impartial. We will be providing useful advice via our blogs and asking questions via social media across the summer and early autumn which will include tips and guidance. [You can sign up to our newsletter here.](#)

### **How competitive are these opportunities?**

Unlimited expects to receive a large number of high-quality applications, and we will not be able to fund all of the good applications we receive. In 2018, we received over 270 Expressions of Interest applications, shortlisted 50 and funded 23 projects.

### **How many Awards will Unlimited be shortlisting this round?**

Unlimited is aiming to shortlist:

- 10-20 Main Commissions from applicants based in England and Wales
- 10-20 Main R&D Awards from applicants based in England, Wales and Scotland
- 10-20 emerging artists awards from applicants based in England, Wales and Scotland.

### **Can I apply if I live outside of England, Wales and Scotland?**

No. The funding is for artists and companies who are based in those countries only. This means that you are currently living and working permanently in one of these countries, and that you expect to stay there for the duration of the funded period. You do not need to have been born or raised in any of these countries provided you currently live in one of them.

If you live in England, Wales or Scotland but you don't have a permanent address, please contact us for further guidance.

If you live outside of these countries you can still be connected to awards led by artists based in those countries – as a collaborator, for example.

### **What art forms are eligible?**

Examples of art forms we have previously supported include disabled-led dance, literature, music, performing arts, theatre, and visual arts. This has included installations, carnival projects, one-to-one performance work, durational live art, workshops and more. We welcome multidisciplinary art practices, collaborations within and outside of the arts, and also participatory, social or collaborative art practices. Please contact us for more guidance if you are unsure if you are eligible.

## **Funding**

### **What do we mean by match-funding?**

These are funds that you contribute to the project from other sources. This may include money from other funders, income generation (through ticket sales) or 'in-kind' support. In-kind support includes any non-cash donations made to the project. This could include someone offering their time, services or use of rehearsal/studio space free of charge.

Awards are limited and so higher percentages of match funding – confirmed, applied for or anticipated – may strengthen your application, whether in cash or in kind.

Arts Council National Lottery Project Grants or other project-based funding from Arts Council England, Arts Council Wales and Creative Scotland, cannot be used as match funding.

You do not need match funding in place before applying.

## **Criteria**

### **What do we mean by disability-led?**

We take a flexible view on the term 'disability led' – we expect you to clearly demonstrate how the creative elements of the project you are applying for are led by disabled people. The key is in your articulation – you need to explain how 'disability-led' applies to your situation.

### **What do we mean by quality, innovation and ambition?**

We understand that assessing 'quality' is contentious. We are looking for work that will be considered of quality within the individual definitions of the type of work and the artform itself.

We are looking for work that is innovative, fresh and pushes boundaries. We do not fund ideas that are not original to the artist/s applying.

We want artists to be ambitious. Applications should include a sense of stretch for artists – in relation to form, audiences, scale, or partnerships, for example.

### **What do we mean by having a strong track record in their artistic field?**

We are looking for artists and companies who have shown work widely in public, with strong critical reception.

### **What do we mean by an emerging artist?**

Unlimited defines an emerging artist as someone who has yet to receive a major exhibition or showcasing opportunity on their own and someone that has not had extensive media coverage for their work. We do not define an emerging artist by age.

Please also see <https://weareunlimited.org.uk/explaining-emerging/>

## **The application form**

### **How much should I write?**

To make the application as easy as possible and fair to every applicant, we restrict word counts (not the number of characters) for all of the answers. These word counts are noted at the start of every question. You don't have to use up all the space or write exactly the number of words suggested. If you exceed the word count, the form will either note that you have made an error, or cut off your text so we are unable to read it.

We recommend that you plan your application using the offline form that is available, so you can check your text and word counts before you use the online application portal.

If you are making an application in an alternative format, you should answer the same questions in the same order, and limit the length of your responses to the word count we have provided. Again, we recommend that you prepare your answers before you record your audio, video or other alternative format application. Refer to the Access section of this FAQ for more information on accessible application formats.

### **I don't have any documentation of my work – can I still apply?**

No. You need to be able to show examples of your work to the selection panel using either still images, audio, video documentation and/or written documents.

### **Will I be penalised for submitting just one example of past work/document?**

No, the work will be judged on quality and relevance, not the number of supporting documents submitted. It is advisable to submit your best work(s).

### **I don't have my own website – can I still apply?**

Yes. But you must have an established profile evidenced by other relevant links, such as the letter of recommendation or media coverage.

### **What kind of information should my brief project overview contain?**

This section of the application is to give us a clear and concise summary of the project, naming the artist(s) involved, the themes, forms and aims of the project. Should the application be successful, this text will be used on the Unlimited website and within our initial marketing materials (in full or edited). It should be clear and to the point.

### **What kind of information should my Project Description contain?**

This is where you need to tell us what you wish to do. We need a short, concise description of this, in language that all the panel can understand (they will not all be specialists in your artform/s). Tell us why we just have to shortlist this idea!

## **Partner Awards**

### **Can I get advice about Partnership Awards?**

You can ask questions if there is something you do not understand. However, we cannot give specific advice on your ideas.

If you are shortlisted for a Partnership Award you will be allocated a contact in the Partner organisation in addition to a contact at Unlimited.

## **Producers**

### **Unlimited used to say that a named Producer had to be involved – is that still the case?**

Unlimited is looking for artists and companies to apply for projects that are ambitious. Even if the scale of your work is small, we expect there will be some logistical and administrative work required, and project management in bringing the work to an audience.

We still think that most often this can be supported by working with others, but understand a range of people can deliver this work. In some Partner Awards this role is covered by the organisational partner.

If you are shortlisted, we will ask how you will manage both the management and artistic sides of your project. You can talk about production and partnerships at this stage.

## **Access**

### **Will my access costs for my project be covered by Unlimited?**

It is anticipated that for most artists applying, costs for support workers and/or access equipment/technology will be funded via Access to Work. It is your responsibility to apply for Access to Work funding, if support is necessary and relevant to you.

Access to Work is a government scheme that is designed to meet the additional costs of employing a disabled person where they are directly a result of that person's impairments. For more information go to: [www.gov.uk/access-to-work/overview](http://www.gov.uk/access-to-work/overview)

If you are unable to gain support from Access to Work, then access costs can be included within your application.

### **Is there access to help me apply?**

Yes. This is included with our basic information and repeated here for ease.

Many of the materials are available in large print, audio, Easy Read and also in Welsh language versions. More are available in alternative formats on demand. If our application portal is inaccessible to you then you can apply in alternative ways.

If you need any further assistance with access, including understanding the terms used in our application form or accessing funds for support workers to help you apply, we can help.

You can find out more about access support by emailing [info@weareunlimited.org.uk](mailto:info@weareunlimited.org.uk) or phoning 07506 679968.

The phone is not staffed 24 hours a day, so if there is no reply, please leave a message and someone will get back to you as soon as they can.

Some formats are available on demand so that these can be tailored to the specific needs of the people requiring support. We know that in some cases this can best be met through the use of support workers rather than alternative formats – talk to us and tell us what works best for you.