

YAPA

YOUTH ARTS PRACTITIONER
AWARDS

Application Form



ALBA | CHRUTHACHAIL



YAPA Creative Practitioner Application Form

Please download the application form to your desktop and only use the latest version of Adobe Reader to complete. Please do not use Preview or any other application to fill in this form.

Please ensure that you have read the YAPA Application Guidance before completing the form.

Please submit your completed application along with your supporting material to YAPA@aberdeencity.gov.uk by 11:59 pm Friday 5th of March.

Key Information

Name	
Address	
Postcode	
Area	
Contact Telephone Number	
Email	
Website/ Social Media	

What is your Creative Practice?	Music	Wider Artform
Are you applying as a recent graduate/emerging practitioner (up to 3 years)?	Yes	No
Do you have a current PVG for working with children and young people or in the process of applying?	Yes	No
Do you agree with being matched with host youth or cultural organisations and priority groups?	Yes	No
Are you applying for a project with a partner organisation/group that you have an existing partnership/connection with?	Yes	No
*Please refer to the guidance and provide the relevant supporting material		

Skills & Experience

Please tell us about your skills and experience using your artform/practice with children/young people *300 words max*

Creative Project Idea

Please describe your creative project idea/proposal (please ensure you have referred to the guidance around this)

How do you see this project engaging and positively supporting children/young people from the priority groups? *500 words max*

Project Purpose

Which purpose does your project align with? (please mark with a tick)	
Wellbeing	
Employability	
Skills Development	

Priority Groups

Please indicate which priority group your project is aimed at (please mark with a tick)	
Those living in poverty or residing in areas of social and economic deprivation. For more information on the Scottish Index of Multiple Deprivation (SIMD) please visit the Scottish Government website	
Are experiencing or at risk of experiencing harm and neglect	
Are in the early years (0-5) of their life	
Are from Black and/or Minority Ethnic backgrounds	
Have a disability and/or additional support needs	
Are experiencing mental ill health	

Please indicate what age group your project is aimed at (select all that apply with a tick)						
0-3 yrs	3-5 yrs	Yrs P1-3	Yrs. P4-7	Yrs S1-3	Yrs S3-6	18-25 yrs

Please indicate what size of group your project is aimed at (select all that apply with a tick)				
One to One work	Small group 2-6	Medium group 6-12	Large group 12 -25	Estimated number of participants

Delivery

Please tell us how you will deliver your proposed project ensuring that the activity is flexible enough to take place within local and national guidance on Covid-19 restrictions and recovery.

Include a brief project timeline, covering planning, delivery, number of sessions and evaluation. *Details can be firmed up once in the development stage. This is to give us an idea of your approach any specific requirements. 300 words max*

Equality Diversity and Inclusion (EDI)

We have a commitment to ensuring that our funds reflect and support Equality, Diversity and Inclusion. **Please tell us how you consider these areas in your practice.** If you are facing any barriers you can tell us about them here too

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BUDGET

Please provide a budget breakdown for your project, detailing the grant requested, and any other sources of funding if applicable. Please indicate if these are cash or in-kind contributions and ensure in-kind is accounted for in both income and expenditure.

Please note, artists/creative practitioners must be paid at industry rates. You can find further information on the [Creative Scotland website](#). *see example in guidance.

Expenditure – breakdown of estimated project cost		
item	Cost (£)	Cash or in-kind
Total cost of project		

Income -total should equal your expenditure above		
	£	Confirmed Cash or in-kind
Grant request from Small Grants Scheme		
Other sources of income, including in-kind (if applicable)		
Total estimated income for project		

Supporting Information

Supporting information	Submitted (please mark with a tick)
<p>Please submit a copy of your current CV</p> <p>This helps us to understand what you have achieved so far in your practice, your training and track record. You may also submit your artist statement if you have one.</p>	
<p>Reference – please provide the contact details of someone who knows you and your creative practice working with young people.</p>	
<p>Examples of your practice - please provide up to 4 images/video clips or other digital formats of your creative practice working in children and young people settings. *Please note images do not have to feature young people, but rather the work you have produced with them.</p> <p>If you are a recent graduate, provide examples as above of your current practice that you could suitably apply to working with children and young people.</p>	
<p>(Only if you have identified your own partner organisation/group)</p> <p>Support from partners organisations - please submit letters or e-mails of support from partner organisations outlining their support and involvement in the project. Refer to guidance.</p>	

<p>I agree by signing this application, that on successful award of YAPA, I am also committing to take part in YAPA network meetings and initial training and development and the completion of evaluation.</p>	Select Yes/No
	<p>Yes</p> <p>No</p>
<p>An End of Project Monitoring Form will be issued by Creative Learning to successful applicants who will be required to complete. Evaluation processes will be agreed with successful applicants prior to projects starting.</p>	
<p>Creative Learning are looking to recruit a pool of Creative Practitioners on a freelance basis for other areas of work across Community, Education and supporting artists. Please let us know if you would also like to be considered for this pool.</p> <p>Please be aware that this does not guarantee future freelance work with Creative Learning.</p>	<p>Yes</p> <p>No</p>

YOUR DATA: CREATIVE LEARNING GDPR PRIVACY NOTICE

Youth Arts Practitioner Award YAPA

How we use your information

Aberdeen City Council collects and maintains the data on this form about you for the purpose of determining your application for funding, contacting you in relation to that funding, monitoring purposes if your application is successful, and to collate information for statistical and audit purposes. If officers decline your application for funding, the application will be referred to the appropriate committee for determination. The committee will consider any personal information in a private session.

As part of the application assessment, we will share your application with Creative Scotland and the YAPA Selection Panel as part of fulfilling funding conditions. For ongoing monitoring and evaluation, data will be shared with Creative Scotland.

How long we will keep your information for

If your application is unsuccessful we will retain your Personal Data for two years. If your application is successful we will retain your Personal Data for six years.

Your Rights

You have legal rights about the way the Council handles and uses your data, which include the right to ask for a copy of it and to ask us to stop doing something with your data. Please contact the Council's Data Protection Officer by email dataprotectionofficer@aberdeencitycouncil.gov.uk or in writing at The Data Protection Officer, Aberdeen City Council, Level 1 South, Marischal College, Aberdeen, AB10 1AU.

More information about all the rights you have is available on our website at: <https://www.aberdeencity.gov.uk/your-data>. You also have the right to make a complaint to the Information Commissioner's Office, (www.ico.org.uk). They are the body responsible for making sure organisations like the Council handle your data lawfully.

For further details about our legal basis, please see the Council's full Youth Arts Scheme Privacy notice.

I hereby confirm that the information in this application submission including the supporting documents is true and correct and I acknowledge that it is my responsibility to inform you immediately of any changes which could affect the interpretation or context of the application, and I confirm I will undertake to do this.

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Applicant signature

.....
Date