**THE HOPE SCOTT TRUST**

**A Registered Scottish Charity No: SC016262**

**Art Application Form**

**Please note that with a view to the protection of your personal information, the Data Protection Act 1998 and the General Data Protection Regulation require us to obtain your consent in relation to the Trust processing your personal information. We would therefore ask that you read the Privacy Notice available from the website before completing this application form.**

To consider a grant application, we may process the following information:

- Contact information, such as your name, permanent address, telephone number and email address.

- Individual information such as details of your current, and previous, relevant activities.

- Financial information such as project costs, other sources of income, course fees, or maintenance expenses for your studies (please note ordinary courses such as undergraduate and post graduate studies are not funded).

As detailed in the Privacy Notice, you will need to complete and sign the data consent form found on the Hope Scott Trust website, when submitting your application, you must add a scanned copy of the hand signed consent form.

If we do not receive a completed consent form, we will be unable to assess the application. Having alerted you by email and having reminded you to send the consent form, we will have no other alternative than to delete it.

Grants are not given to cover ordinary educational/course fees, except in exceptional cases. Grants are however given in some cases for additional tuition and associated travel costs in the UK and in other countries. Literary applications will not generally be considered; however, they may be considered if they are linked to an Exhibition or promotion of an Artist. The Trust’s remit is strict and unfortunately, we are unable to fund documentary film making, crafts, purchase of instruments and undergraduate studies. We also do not directly fund postgraduate students.

**Your details:**

Full Name:

 Permanent Home/Business Address (if applicable):

 Alternative address (if different/applicable):

 Mobile No:

Email address:

Date of Birth:

Nationality:

Details of your relationship with Scotland:

Place of Study/Qualification received (if applicable):

Registered Charity No:

Please indicate your preferred method(s) of contact regarding this application:

|  |  |  |
| --- | --- | --- |
| Method of contact | Yes | No |
|  |  |  |
| By telephone to your mobile |  |  |
| By email to the address given above |  |  |

**No Repeats Policy**

Please note that the Trust operates a strict no repeats policy and will not consider applications from applicants who have been successful within the last 3 years. For example, if you were made an award in March 2022, you will not be able to reapply until June 2025.

Funding can be requested up to a maximum of £2,000.   Applicants should be aware that grants are rarely for the full award of £2,000 and more commonly are for lesser amounts.

**The Money Laundering, Terrorist Financing and Transfer of Funds Regulations 2017**

To comply with these regulations, if your application is successful, we will require photographic ID of the applicant/payee of the award to verify full name and date of birth. Proof of address under 3 months old will also be required. No payments can be made until this has been received and agreed as satisfactory.  Any cheques issued will be issued to the individuals full stated name, not an artist’s “stage” name.

**Other Funding**

Have you applied to any other bodies for financial support for this project?

Yes      No

|  |  |  |  |
| --- | --- | --- | --- |
| Name of body applied to | Application date | Amount requested | Was the application successful |
|  |  |  |  |
|  |  |  |  |
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|  |  |  |  |

**Details of the application you are submitting:**

Name of applicant:

Name of group/event/gallery:

Amount you are requesting from the Trust: £

* Have you applied to this Trust before? Yes No

* Were you successful? Yes  No

* If so when was the award made?
* How much was the award for?
* Principal collaborators (please tell us who else will be working on the project with you, and if any of them have received awards from the Hope Scott Trust previously then please include the amount and date of the award):

Please provide a “Headline” summary of your application (in less than 50 words):

Please provide a detailed synopsis of the project (in around 1000 words):

 Please provide an estimated total cost of the project: £

(A breakdown of costs would be helpful)

**Examples and reviews**

Please also provide below

* images of other projects or work that you would like the Trustees to consider (no more than 12).  In particular, please include any relevant web links (e.g. Youtube, your own website, reviews of prior work etc.

* your CV and, if you are a recent graduate, a reference.

**Checklist**

Have you enclosed:

|  |  |
| --- | --- |
| A brief description of the project |  |
| A synopsis |  |
| Details of your relationship with Scotland |  |
| Your place of study |  |
| Your CV |  |
| All web links (no drop box links) |  |
| Other relevant material |  |
| Ensure the Application Form is a Word Document (not a Pdf) |  |
| A scanned copy of a hand signed data consent form |  |

**With the exception of the data consent form, please ensure you send NO attachments as all information must be contained within this Application Form or accessible via the web links provided within the Application Form.**

**Amending your details**

If your name, address, or other details change, and you want us to update our records, please contact us at the email address on our website.