

Inspiration In Motion

Grant making policy

Context

Inspiration In Motion ('the Charity') has three main areas of work:

- commissioning and supporting new choreography
- supporting attendance of dance events (or exposure to dance) by those who would normally have economic or other restrictions inhibiting their attendance
- supporting education and training of students in the art of dance in particular and the performance arts more generally.

Our support for the arts may extend into other areas, but it is not currently intended that it do so and for the purposes of this policy other such areas are ignored.

Each area of work will be achieved by the Charity in different ways.

1. New choreography

Support may be funded by direct expenditure by the charity relating to development and / or performance, or under a grant agreement (usually with with a choreographer), when the grantee will be responsible for reporting on and justifying expenditure against agreed objectives. Criteria used in determining support and levels of support are similar for both approaches, and are set down below.

2. Support for attendance of dance events

The audience targeted will be secured through advertisement or approaches to organisations whose beneficiaries would normally have social or economic barriers to attendance of dance events. Attendance will be achieved through either setting aside seats in performances directly funded by the Charity (under category 1 above) or through negotiation with the promoters of events for the setting aside (or purchase) of seats. Criteria for decisions on beneficiaries and on events for attendance are covered in a Policy on Support for Attendance for Dance Events.

3. Support for education and training of students

Our support for education and training may extend to areas other than dance, but it is not currently intended to do so. Support will be handled under grant agreements with individual students, with their guardians (if under the age of 18) or with dance institutions.

The Board has agreed criteria for decision making associated with these three areas of work in this policy (areas 1 and 3) and in a Policy on Support for Attendance for Dance Events.

Criteria for support

1. *New choreography*

Approaches to the charity will be invited from individuals who have an established record of experience in or formal education in the performing arts. Whilst we would normally expect this to be experience or education in dance, consideration will be given to those with experience or education in related arts. Individuals do not have to be UK citizens, nor do they have to be UK resident.

Whilst in the first year of the charity's existence such approaches have been by direct invitation of trustees, it is intended in the second year of operation to open up the invitation through use of a website and associated publicity, so that a wider range of projects are open to consideration.

Support will be given for projects aiming to develop and / or perform new dance work. For the avoidance of doubt, work which has been previously performed, but where it is intended that choreography be significantly changed and developed, will be considered.

Project proposals may be developed following initial verbal discussion or meetings, and should include the following details:

- Whether the project looks to development of a specific piece or pieces; if so a description should be given of the inspiration and theme of the work; the style; likely resources (dancers, music, etc) needed.
- Whether the project involves performance of work and if so details of potential venue and resources required.
- If the project does not relate to development of a specific piece or to performance, an explanation of how it will advance development of new choreography.
- Whether the project is likely to significantly develop the choreographer's experience of development of choreography and / or of production and how.

Projects will be prioritised that meet the following criteria:

- An expectation (in the opinion of the Board, supported where available by informed third party opinion) that finished work will be of artistic merit. Evidence will be drawn from the project description; video or other evidence from development work to date; previous track record in terms of choreography and its reception by critics and audiences.
- An expectation (in the opinion of the Board) that finished work will have potential for performance.
- The project is expected to significantly develop the choreographer in terms of experience, thereby building skills and knowledge for future work.
- Effectiveness of the proposed use of funds in achieving the grantee's objectives.
- Where the project is proposed by an individual who has not previously been involved in choreography the Board will need to understand the case that (a) the project can be realistically attempted and the support needed has been assessed and (b) there is a high likelihood that successful delivery of the project will result in a work that can be performed.

Support may be given by grant or by direct expenditure by the charity. The nature of support may be:

- Securing studio or theatre space and facilities for development, rehearsal and performance
- Payment of dancers and other artists and technicians for development, rehearsal and performance
- Travel and accommodation costs to enable the choreographer and artists to travel to work on development or performance of a work.
- Payment of the choreographer for time involved in development and rehearsal. This will be subject to specific criteria.

A stipend will only be offered to a choreographer where:

- In the view of the Board there is good reason to believe that progress of the project depends on some degree of financial support for the choreographer.
- The hourly rate is considered aligned with that for freelance dancers.
- The stipend element of the associated budget is 20% or less of the total budget.

2. Support for education and training of students

Criteria for selection of students for support will be:

- Students are in training or education with a reputable institution or qualified individuals.
- Students are considered to have significant potential.

Support will be given to activities which meet the following criteria:

- Development of the student as a dancer or choreographer.
- Exposure to expertise or different training regimes which broaden the student's understanding and range.

In addition the charity will consider making grants to institutions involved in dance education or training where there is a demonstrable need for funding for projects supporting students.

Decision Making and Administration of grants

In inviting projects, the charity will indicate a maximum level of grant which will be considered; this level will be annually assessed.

Projects will be presented to the Board as follows:

- Description of objectives of project
- Project budget
- Reasons why project and individuals supported meet criteria

Where potential funding is not in place the Board will take the decision to look for specific sponsorship for a project, or fund partially or totally from General Funds. In addition the Board may want to prioritise projects through ranking in terms of practicability and likely merit.

When it is decided to proceed and funding is available then the Charity will arrange a grant agreement between the charity and the individual (or in the case of a school the organisation). This agreement will set down the objectives of the project, the project budget, timing of funding and

reporting duties of the recipient. Alternatively the Charity may communicate to the individual or organisation the basis of the budget for direct support for the project.

Signature of the grant agreement by all parties is a prerequisite before funding commences.

Reporting on expenditure and achievement of objectives will be a requirement of the grant; failure to comply will result in pursuit of compliance and ultimately to pursuit of return of grant monies.

A template grant agreement forms an Appendix.

Appendix Grant agreement between Inspiration In Motion and [name of Grantee]

This agreement is made between Inspiration In Motion, a charitable company limited by guarantee and registered in England and Wales, company number 09263730, registered address Oaklands, Hampton Court Road, East Molesey, Surrey, KT8 9DA; and [name of Grantee] 'the Grantee' of [address].

The trustees of Inspiration In Motion have agreed to make a grant of £[.....] to the Grantee in respect of [Project name]('the Project'). The grant is given to enable the following:

[Description of the Project activities and any specific objectives agreed with expected timescale]

An associated budget agreed between Inspiration In Motion and the Grantee ('the Parties') forms an appendix to this agreement.

The Grantee undertakes:

- to execute the activities and deliver any objectives of the Project
- upon completion of the Project to deliver a written report to Inspiration In Motion confirming and describing the activities undertaken; whether objectives (if defined) were achieved; and benefits / consequences expected as a result of the Project
- to deliver a statement of expenditures made against the grant supported by third party receipts or invoices
- to accompany the statement of expenditures with commentary on significant differences between the agreed budget and expenditures incurred

Inspiration In Motion undertakes:

- to provide grant funding to the Grantee by cheque or other agreed form of transfer by [date]
- [to support the Project in the following ways -]

On receipt of the report and statement of expenditures for the Project Inspiration In Motion may require refund of grant amounts by the Grantee if:

- the expenditures made are less than the grant given, or
- expenditures made do not support the Project as agreed between the Parties.

Signed on behalf of Inspiration In Motion:

..... on

[Name of Trustee]

Signed by the Grantee:

..... on