



D E W A R

ARTS AWARDS

Guidance for Applications

Dear Dewar Arts Awards Applicant,

Thank you very much for your interest in the Dewar Arts Awards.

Before completing an Application Form, please read the Notes and Guidance below and also please consult our notes on Eligibility.

We are proud to support the brightest and best of Scotland's young artistic talent and to fund exceptional artists in any discipline who do not have the financial means to achieve their full potential. The Dewar Arts Awards are committed to diversity and equality and welcome all relevant applications.

If that sounds like you, then we'd love to hear from you. Don't hesitate to contact us if you need any further information or help with completing your Application. You can email us at admin@dewarawards.org

Best wishes,

The Dewar Arts Awards Trustees

Notes on the Application Form

and

Guidance for Applications

Your Nominator

Your Nominator should be a teacher, tutor, colleague, employer or similar. The Nominator should be someone who has good knowledge of you and your work and can be considered an objective and professional source of opinion. Your Nominator must provide a statement explaining why they consider you are a suitable candidate for a Dewar Arts Award.

Your Nominator cannot be from the same institution as either of your Referees. You cannot nominate yourself nor can you be nominated by a close family member or friend.

References

Please provide references from two Referees. As with your Nominator, your Referees could be teachers, tutors, colleagues or employers. Dewar Trustees would like to have your Referees' opinions as to the quality of your work, along with examples of your excellence, where possible.

If you are applying for support to undertake study, your Referees cannot: -

- Be associated with the institution you wish to attend
- Both be from the same organisation
- Be from the same institution as your Nominator

Assessment

Sometimes, having considered an application, the Trustees may arrange for an independent professional assessment or audition to be carried out. These are designed to be constructive opportunities for candidates.

Mentors

In some cases, we may offer to provide you with a mentor who may be able to help to support and shape your ambition and direction.

Notes on completing the Dewar Arts Awards Application Form

At the Dewar Arts Awards, we receive many more applications than we are able to fund and, therefore, Trustees are looking for potential Awardees who are able to create confident, enthusiastic and compelling applications. Trustees strongly encourage you to demonstrate

positively and succinctly why your exceptional artistic/creative talent and passion make you an excellent candidate for funding.

- Your application must provide strong, accurate evidence that clearly demonstrates your outstanding ability.
- In considering your application, Trustees will take into account the evidence you provide of your genuinely limited financial means. Nominations failing to provide this evidence cannot be considered by the Trustees.

We deliberately focus our resource on those outstanding young people whose financial circumstances are restricted by, for example: -

- low parental income
 - lack of personal savings or earnings
 - the absence of any grant support
- Please include your full postal address, including postcode, your own email address and email addresses for your Nominator and Referees. Email is the main form of contact for the Dewar Arts Awards, but, if you don't have your own email address, please ensure you have given us your phone number.
 - Please ensure that your Nominator and Referees can be reached at the addresses/email addresses you provide at the time of submission, particularly if you are providing work addresses for them.
 - When completing the Personal Background section of the form please tell us about your own circumstances. This should include where you were born, details of who lives in your household, any family/carer matters that are significant including the employment status of your parents if one/both support you financially, the ages of any siblings who may live in your household, which high school you attended and any other personal history that you feel would be helpful to the Dewar Trustees.
 - Guidance for the Finances section of the Application Form: -

General points

- Since the Dewar Arts Awards are unlikely to be able to fully fund 100% of your financial shortfall, we strongly encourage you to seek out other sources of funding.
- Please provide all financial information in Pounds Sterling.
- After you have shown your income and costs/expenditure, please be clear about the level of funding shortfall that you are applying for.
- If you are also applying to other organisations for funding, including to trusts or foundations, please let us know. The Dewar Arts Awards may defer decisions on any potential funding while your other applications are pending. It is important therefore that you keep us informed of your progress with other applications.
- Trustees may seek further information and/or supporting evidence in relation to your circumstances.

- If you are applying for support from the Dewar Arts Awards for multiple years, it is very important to note that, at the time of your application and any Award granted, funding is not guaranteed for more than the initial year. Funding for any subsequent years will be considered by Trustees on an annual basis; these considerations will be based on Trustees receiving reports on your progress and on your providing Trustees with evidence of your levels of excellence and success. Any consideration of funding for subsequent years will also be dependent on you demonstrating your continued financial need. It will be very important that you advise us of any changes to your financial situation or circumstances.

Income

- Please provide details of each strand/amount of income you will be receiving, where this is coming from or who is providing it.
- Each income stream should be shown individually as a yearly figure and then totalled to provide your overall total income for the year. Examples of your income could include SAAS, Student Loans, Personal Development Loans, Institutional Scholarships, Monetary Prizes, Hardship Funds, personal earnings, family/parental contributions, personal savings, awards or grants from a trust/foundation funding body.
- Please indicate if any of your income is ring-fenced for a particular purpose, for example for rent or fees.
- If decisions from other funders are pending at the time you complete the Dewar Application, please indicate when you will be informed of outcomes.

Costs/Expenditure

- In the Finances section, costs/expenditure should be shown separately from Income. If you are applying to us for a course of study, guidance on costs for fees, rent, travel, utilities, and course equipment can be obtained from most institutions.
- Please give the total of your costs/expenditure per year.

Shortfall

Please subtract your income from your costs/expenditure and give us a shortfall figure. This is very helpful in giving the Trustees an idea of how much you need.

- When you outline your Artistic/Creative ambitions and your Project on the Application Form, this is your chance to show your passion, focus and aspirations. Tell the Trustees in summary what you wish to achieve as an artist and how receiving a Dewar Arts Award would help your development.
- The Trustees usually meet four times a year. Nominations cannot be considered between meetings other than in very exceptional circumstances and at the discretion of the Trustees.
- It can take several weeks for us to collate the information required before an Application can be considered by Trustees so please submit your Application in sufficient time for our decision-making process.
- Please contact us if you need more information for completing the Application or if you have additional support needs that might require the Trustees to consider an alternative Application process. admin@dewarawards.org