



## Application Pack

## Contents

### ***Make Do & Mend* Outline**

What is <i>Make Do &amp; Mend</i> ?	p. 3
What will the outcome be?	p. 4
What will Stellar Quines and Birds of Paradise do?	p. 5
What you need to do next	p. 6

<b>Checklist and Application Timeline</b>	p. 7
---	------

<b>FAQs</b>	p. 8
-------------	------

<b>Application Form</b>	pp. 9 - 10
-------------------------	------------

<b>Equalities Monitoring Form</b>	pp. 11 - 14
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## What is *Make Do & Mend*?

*Make Do & Mend* offers artists a chance to develop an idea, based around a theme that invites an opportunity to consider the position of women and girls living in Scotland today.

Stellar Quines and Birds of Paradise (BOP) are excited to collaborate on this round of *Make Do & Mend*. The aim of this collaboration is to create a unique opportunity for artists to create something amazing that they would not otherwise have the chance to develop. Stellar Quines know that it can be hard for artists to find opportunities that create a space to do something you would not normally do – to not do just what is expected. BOP know that for disabled artists development opportunities that do not successfully support access requirements can stifle creativity before it has begun, let alone let you find the creative conditions to push in a new direction. Working together our companies are creating a space for artists to bring a new idea to life and challenge themselves as artists.

What this is and how this is delivered is entirely up to you. We are open to new ways of working as well as more traditional methods. Crucially, this opportunity should fuel your imagination both thematically but also in the methodology you might employ. Per proposal there is a **maximum fund of £2,000** available (the fund is £8,000 in total). There is also an additional fund of £2,000 to contribute towards access costs across the programme of supported artists.

## The Theme

### MOTHERHOOD

The bond between a mother and their child is unlike any other – but it is often a complex and tangled relationship. For Make Do & Mend 2019 we are inviting artists to respond to this theme of motherhood and the connections involved. To apply for this you; do **not** need to be a mother or parent; might want to consider the experience of disabled mothers or of being a mother to a disabled child; might want to respond to an absence of motherhood; to motherhood through surrogacy, adoption or fostering; to celebrate motherhood or any other experience of motherhood. A core question that you might want to consider is;

### **What is the connection between mother and child?**

#### **The origins of Make Do and Mend**

Named after the World War II pamphlet that encouraged women and girls to be ‘frugal and stylish’ in the face of economic hardship, *Make Do & Mend* builds on the legacy of [Rehearsal Room](#) and [Untaught to Shine](#), both of which form Stellar Quines’ ongoing commitment to supporting artists and the creation of new work. *Make Do & Mend* has been devised in response to the artists we meet, for a greater variety of ways to support and develop ideas, and to offer more autonomy over the way you like to work.

We are offering this fund to see what artists can achieve on a low budget and with minimal resources – a modern take on the wartime slogan.

Our 2019/20 *Make do & Mend* is a partnership between Birds of Paradise and Stellar Quines, sharing our resources and our networks to reach more disabled\* artists who wish to explore the current theme.

## **What will the outcome be?**

We would like you to show us how you have explored your ideas – what you have made, created or developed.

As publicly funded organisations we have a duty to demonstrate how we are using the investment that is made in us. However, we are aware of the pressures that ‘sharings’ can bring; just as they can encourage ambition and reveal great things, they can also be off-putting, become ‘the main event’ or negatively expose an embryonic idea. We are looking for excellence in process, so whether you wish to present a ‘scratch’ performance to showcase your work to potential audiences, producers and funders OR choose to document your process digitally in order to share the development of your work, is up to you.

In addition, we will ask all successful applicants to respond to some questions so we may evaluate the impact of the project with their feedback and experience in mind.

## **What will Stellar Quines and Birds of Paradise do?**

We will work as curators for this collection of projects, helping each project find the right way of sharing its outcomes.

We will ensure that you have the correct access and creative support around you to undertake your project. We will creatively challenge you to do your best work but will also ensure you have a have the right environment and structure around you to do this.

We will monitor each project, by checking in to see that everything is going in the right direction and where possible we will use our contacts to encourage the right kind of exposure to your work.

Each successful applicant will be able to:

- meet with one of the Stellar Quines or Birds of Paradise Producers to discuss project planning, goals and agree contractual details
- meet with BOP to create an access statement and identify access requirements if this is useful for you and of benefit in project planning project – see p9 for examples of access needs
- have a reflective session with a member of the Stellar Quines or Birds of Paradise team, before, during or after the development
- have a consultation session with a member of the marketing team, if required
- access assistance with budget management
- receive recommendations of people to work with, from dramaturgs to stage managers

- encourage the right contacts to see or engage with your process and work

## Budgets

Artists will be responsible for the management of their own budget and the organisation of their project, with Stellar Quines and Birds of Paradise serving as an overarching curator, mentor and support mechanism. There is £8,000 worth of investment committed to *Make Do & Mend*, with an additional £2,000 made available for access costs. In order to be able to offer more opportunities to more people we are placing a maximum amount of £2,000 per project proposal. You do not have to apply for the full amount and how this is distributed is up to you. A template for writing budgets is available, please outline your anticipated expenditure and proposed income/amount of funding you are applying for, with access costs articulated alongside this in a separate budget. We encourage people to pay themselves properly and according to industry rates. Overspend will not be reimbursed, contracting partners will be up to you, and a bank account will be required for us to transfer funds into.

Stellar Quines are signed up to **PIPA's Best Practice Charter** and we encourage applicants with caring responsibilities to include the cost of this within their budget.

## What you need to do next

- Fill out the application form below, ensuring you read each question carefully. We accept applications in formats that are most accessible to you, be this via video, filmed BSL or another format. Please contact us

to discuss alternative formats further. Just make sure you answer all the questions.

- We accept one video/sound link and up to 5 images to support your application. The video link must be a Vimeo or YouTube link, which can be included in your application form, and the images should be within one PDF document and as an attachment. We do not accept any other additional materials.
- Attach a budget including as much detail as you can at this stage, including access costs. Please see the Stellar Quines website for a template. Where possible we will support the sourcing of materials/space for you but please ensure you cover all eventualities in the first instance.
- Fill in the equalities monitoring form which follows the application. Please note, this will be detached from your application form and anonymised – it will not be used in assessing your application.

When you are ready to submit your application you please email [hello@stellarquines.co.uk](mailto:hello@stellarquines.co.uk), subject line – **Make Do & Mend – *your name*** ensuring you have included the necessary attachments.

**We encourage you to:**

- use this as an opportunity to challenge yourself, to develop your enquiry and expand on, try out new, or compliment your current skill set
- apply even if you're new to theatre making, and are looking for an opportunity to develop your skills and apply these to a performance setting
- think carefully about the potential audience, their experiences, as well as your own

- be brave! Use this as an opportunity to do something you don't normally do. If you're a choreographer, do you want to direct? If you're a performer do you want to design?
- forge new relationships, expand your contacts and learn new skills
- think carefully about where you might like to work or present your idea

The projects are open to applications from individual artists, companies or collectives be that emergent or mid-career, who identify as any gender. We welcome applications from artists who identify as People of Colour. The lead artist(s) must identify as disabled. We do ask that when engaging a creative team, you are mindful of **gender balance** and reflect our own commitment to working with a **minimum of 70% woman identifying participants**.

## Checklist

Do you have a bank account we can transfer funds into?	
Are you available for a meeting to discuss the terms of your proposal in the weeks commencing 20 <sup>th</sup> or 27 <sup>th</sup> January 2020	
Have you nominated one of your team as the main point of contact?	
Have you approached the people you'd like to work with?	
Have you thought about how you will evaluate your project and report on what happened?	

## Application Timeline

Applications open:	Tuesday 3 <sup>rd</sup> December 2019
Surgery Days:	Tuesday 10 <sup>th</sup> December (morning) Thursday 10 <sup>th</sup> January (afternoon)
Deadline for applications:	Tuesday 14 <sup>th</sup> January 2020
Panel meet to discuss applications:	Thursday 16 <sup>th</sup> January
Decisions communicated to all applicants:	Tuesday 21 <sup>st</sup> January
Details agreed by:	Tuesday 11 <sup>th</sup> February
Projects developed between:	Monday 17 <sup>th</sup> February – Friday 27 <sup>th</sup> March
Final sharing/projects completed by:	Friday 27 <sup>th</sup> March

## FAQs

### **\*What does BOP and SQ mean when it uses disabled?**

BOP uses the term ‘disabled people’ or ‘disabled artists’ to refer to anyone who self-identifies as disabled. This can include D/deaf people if they identify as disabled as well as others living with impairments (physical, sensory, learning, cognitive, mental health, etc) that identify as disabled. BOP uses the Social Model of Disability and recognises that some people experience disabling barriers.

Some D/deaf people may not identify as disabled. BOP recognise that three predominant terms are used with regards to deafness – ‘Deaf’, ‘deaf’ and ‘D/deaf’. To be deaf (small d) means you have a hearing loss but you do not identify as part of the Deaf Community. Generally deaf people use oral communication. They may have some knowledge of SSE (sign supported English) but this does not make them culturally deaf.

Deaf – with a capital “D” – is used to refer to people who are culturally Deaf. These people actively use British Sign Language or Scottish Sign Language; they see themselves as being culturally Deaf and part of the Deaf community.

D/deaf is used to refer to both groups of people and on occasion we will use this distinctly from disabled. However, in most of our work when we use the term disabled we are also thinking about D/deaf people.

Non-disabled is the antonym of disabled and as such BOP never uses ‘able-bodied’, which is a term that ignores the fact that many disabled people face barriers that do not relate to their bodies. (source: [BBC Ouch](#))

### **Will the budget cover artists fees?**

The budget should cover all of the project's costs, including fees. So, if what you'd like to do is have a couple of days of solid writing, ensure you are paying yourself at Equity rates. Or, if you'd like to invite a couple of creatives to work on an idea in a room for a couple of days ensure everyone is paid as per ITC/Equity (etc) rates, plus the cost of the rehearsal room and any travel, say if someone is travelling from further afield. For rates of pay, you might find these sites useful:

[ITC](#)

[SDUK](#)

[SSP](#)

### **Will the budget cover access costs?**

We encourage you to identify any cost associated with your access needs and list these within your budget – but these costs will be met **in addition to** your main budget limit of £2,000. Access needs might include but are not limited to; BSL interpreters, PA support in rehearsals, conversation of text in to braille and support to manage communication. We will do what we can to meet all access costs and will discuss these with you before your project starts.

### **Will the budget cover equipment cost or hire?**

The fund exists to develop an idea and where particular equipment is necessary to the exploration of that idea – then yes. However, do contact us about particular equipment you might need in case we already have it, that way it won't eat away at your budget unnecessarily.

**Can I apply with a project that has already being developed?**

This opportunity is for new or very embryonic ideas, not ideas that have already gone through periods of development or are already being supported.

**Can I include in-kind costs?**

Yes, of course. Please do not include what should be artist's fees as in-kind (unless you are applying as a company or collective and the artists fees are included within that in-kind cost).

**I've never written or managed a budget before, what do I do?**

We can help you with that! Please see the attached templates and also ask us at one of our surgery days (see below)

**Will this be an opportunity to secure a commission or future programming with Stellar Quines or Birds of Paradise?**

No, this opportunity is self-contained and onward commissions are very unlikely. However, we will support and work with you to ensure you connect with contacts who may be able to provide an onward life for your project where appropriate.

**Do I have to be based in Scotland?**

No, but if you're not, you do need to demonstrate within your application why this is relevant to a Scottish context and your commitment to working in Scotland.

**What if I have a question that isn't answered here?**

We will be holding a surgery day on Tuesday 10<sup>th</sup> December. This is an opportunity to have a phone call, skype call, or face to face meeting with one

of our team. We are here to support you. These will be booked in on a first come first serve basis. If you would like to book in for a time slot please email: [hello@stellarquines.co.uk](mailto:hello@stellarquines.co.uk)

Face to Face meetings will take place in Edinburgh at the Stellar Quines office, or in Glasgow at the Birds of Paradise office, which are both centrally located. Please let us know about any access requirements you might have for these meetings on booking.

## Application Form

<b>Company / Artist(s) Name(s):</b>		
<b>Working Project Title:</b>		
<b>Website:</b>		
<b>Summarise your proposal in 100 words (<i>we may use this as marketing copy</i>):</b>  <b>Please also tell us about you/your company: What are you about? What have you done? Where? Who with? (<i>max 300 words</i>)</b>		
<b>Where are you based?</b>	<b>Number of people that will work on this proposal?</b>	<b>Amount of money requested from SQ?</b>
<b>Are you planning to source additional funds from other sources? If so, please state where from and where you are in the application process.</b>		

<b>Please outline your proposal. Include details of your approach here (<i>This should be no more than 750 words</i>)</b>	
<b>Please share one Vimeo/YouTube link if appropriate:</b>	<b>Have you included a PDF containing up to 5 images?</b>
<b>How does the idea respond to our theme? (<i>max 150 words</i>)</b>	
<b>How does this opportunity challenge/develop you as an artist? (<i>max 200 words</i>)</b>	
<b>How will the resources and the structure of this project enable you to something amazing? (<i>max 300 words</i>)</b>	
<b>How do you plan to monitor and evaluate your project – how will you know it has been successful? (<i>max 150 words</i>)</b>	
<b>Technical Information:</b>	
<b>What do you think you'll need? (<i>max 150 words</i>)</b>	
<b>Do you require any additional support or have access requirements? Please contact us if you are unsure what your access requirements might be.</b>	
<b>Anything else that we should know? (<i>max 150 words</i>)</b>	

If we needed a reference to talk to about you or your company's work, who should we call? *(please include contact details)*

Please nominate one person to be the central point of contact:

Name:

Mobile Number:

Email:

## Equalities Monitoring Form

Equality, Diversity and Inclusion are at the heart of Birds of Paradise and Stellar Quines' core values and we are committed to meeting the aims of our EDI plan. This includes not discriminating under the Equality Act 2010 which covers the following protected characteristics: Age, Disability, Race, Gender, Religion/Belief, Sexual Orientation, Transgender/Gender Reassignment, Pregnancy and Maternity and Marriage/Civil Partnership. In addition, we are seeking to build an accurate picture of the make-up of our board, workforce and volunteers.

In order to monitor this, we need your help by completing this form. However, we would stress that answering these questions is voluntary and you may choose which (if any) you answer.

The information you provide will stay confidential and the information you provide will be anonymous. Data collected from this form will be provided to funders such as Creative Scotland for statistical reporting, benchmarking and as evidence for policy making.

**Please indicate below how you identify yourself under the following categories.**

### 1. Gender

Which of the following best describes your gender identity?

Prefer not to say	
Female	
Male	
Non-binary	
Not listed, please specify:	

### 2. Ethnicity

Which of the following best describes your ethnic group or background?

Prefer not to say	
White Scottish/White British	
Irish	
Gypsy/Traveller	
Polish	
White Other, please specify:	
Asian/Asian Scottish/Asian British	
Chinese/Chinese Scottish/Chinese British	
African/African Scottish /African British	

Caribbean/Caribbean Scottish/Caribbean British	
Black/Black Scottish/Black British	
Arab/Arab Scottish/Arab British	
Mixed or Multiple Ethnic Groups, please specify:	
Not listed, please specify:	

### 3. Disability

Do you have any of the following conditions which have lasted, or are expected to last, at least 12 months?

Category	
Prefer not to say	
Non-disabled	
Visual Impairment	
Hearing impairment/Deaf	
Physical disabilities	
Cognitive or learning disabilities	
Mental health condition	
Other long term/chronic conditions	
Not listed, please specify:	

#### 4. Age

How old are you?

Prefer not to say	
16-24 years	
25-44 years	
45-65 years	
65+ years	

#### 5. Sexual orientation

Which of the following options best describes how you identify yourself?

Prefer not to say	
Heterosexual / Straight	
Gay / Lesbian	
Bisexual	
Not listed, please specify:	

#### 6. Pregnancy/Maternity

We ask about this as pregnancy and maternity is one of the key objectives of our equalities, diversity and inclusion plan.

Are you currently pregnant?

Prefer not to say	
Yes	
No	

## 7. Marriage/Civil Partnership

Are you married or in a civil partnership?

Prefer not to say	
Yes	
No	

## 8. Religion and Belief

What is your religion?

Prefer not to say	
No religion	
Church of Scotland	
Roman Catholic	
Other Christian	
Buddhist	
Hindu	
Jewish	
Muslim	
Sikh	
Not listed, please specify:	

**End of Form**