

Submittable application form example

! Please note that this is an example of the application form. To submit your application, please go to [Apply Now](#).

UK-China Connections through Culture - Round 40

Data Protection and Consent *

- Yes I agree
- No

British Council complies with data protection law in the UK and laws in other countries that meet internationally accepted standards. You have the right to ask for a copy of the information we hold on you, and the right to ask us to correct any inaccuracies in that information. If you have concerns about how we have used your personal information, you also have the right to complain to a privacy regulator.

For detailed information, please refer to the privacy section of our website, www.britishcouncil.org/privacy (<http://www.britishcouncil.org/privacy>) or contact your local British Council office. We will keep your information for ten years from the time of collection.

Use of your contact details for other British Council activities

- Email address you use for UK-China CTC application
- Mobile number you use for UK-China CTC application

British Council would like to use the information you provide to send details of activities, services and events (including social events) which we think are of interest. To choose your contact preferences, please check any of the boxes below.

You do not have to select any of the options and if you do, you may unsubscribe from any option at any time. We will process your personal information based on this consent. You may unsubscribe by sending an email to arts@britishcouncil.org.cn (<mailto:arts@britishcouncil.org.cn>)

Equality and diversity information (non-compulsory)

Submission of equality and diversity information is entirely voluntary. If applicants submit equality and diversity information, it will be collected on a form and separated as soon as possible to preserve anonymity. Equality and diversity information will be used for monitoring of equality of opportunity and the production of depersonalised statistics but will not be used for any other purpose and will not be used as part of the shortlisting and selection process.

Gender

Do you identify as

- A person from a culturally and linguistically diverse background (including being from a migrant, refugee or non-English-speaking background)
- A person from a minority ethnic background

What language do you speak at home?

Do you identify as

- A person with disability
- A person from the LGBTIQ community

Questions with red asterisks are required questions.

Which type of grant are you applying for? *

- COLLABORATION GRANTS - up to 20,000 GBP
- SCOPING/RESEARCH GRANTS - up to 5,000 GBP

COLLABORATION GRANTS of up to 20,000 GBP: Support face to face and online/digital networking and exchange between the UK and mainland China to develop art and cultural projects together or facilitate skills and knowledge exchange. Open to new applicants and previous CTC China grantees who plan to explore new collaborations or expand on previous collaboration.

SCOPING/RESEARCH GRANT of up to 5,000 GBP: Support scoping new initiative for arts and cultural collaboration and research between UK and mainland China. Open to applicants who have not yet received a CTC China grant.

A. GENERAL INFORMATION

A1. Where are you from? *

- Mainland China
- United Kingdom

A2. Are you VAT registered? *

- Yes
- No
-

B. CONTACT DETAILS

Lead Applicant (you) and Counterpart Applicant

Applications will be evaluated by the British Council, drawing on input from your mainland China or UK counterparts and other contacts where appropriate. In order to be assessed, **your application must have at least one (1) Lead Applicant, and one (1) Counterpart Applicant.** UK Lead Applicant must have a Chinese Counterpart Applicant and vice versa.

Please ensure with Counterpart(s) that you have their full consent for their contact details.

B1. Full name of Lead Applicant *

B2. Full mailing address *

B3. Email address *

email@example.com

B4. Mobile number *

UK or mainland China mobile number.

B5. Telephone number

UK or mainland China telephone number

B6. Contact or portfolio website *

example.com

B7. Other website address/social media

example.com

B8. For a Lead Applicant applying on behalf of a group, what's the name of your group/collective, and who are the other members?

B9. Please provide a brief summary of your recent artistic work, practice, and achievements. *

Limit: 150 words

B10. Full name of Counterpart Applicant *

If you have more than one Counterpart Applicant, please write here point person and add other names on the group/collective field below.

B11. Full mailing address of Counterpart *

B12. Email address of Counterpart *

email@example.com

B13. Contact or portfolio website of Counterpart *

example.com

B14. Other website address/social media of Counterpart

example.com

B15. For a Counterpart Applicant co-applying on behalf of a group, what's the name of your group/collective, and who are the members?

example.com

C. YOUR CONNECTION WITH THE BRITISH COUNCIL

C1. Have you already worked or collaborated on some projects with the British Council before? *

Yes

No

This applies to both new applicants and previous grantees of UK-China Connections Through Culture grants.

If you answer YES, you might have done work specifically NOT under the UK-China CTC Programme. There are other Arts Programmes in China, Asia, or other regions, where you might have been a grantee, a presenter, a guest, or a partner of the British Council.

D. PROJECT PROPOSAL

D0. Which art form or creative sector does your project proposal mainly respond to, utilise, or is comprised of? *

Select...



The list above is not exhaustive and exact.

D1. What is the working name or title of your project proposal? *

Limit: 50 words

D2. When will your activity start? *

Please refer to the Notes for Applicants of the indicative timings of CTC. You must allow enough time for planning your activity and for us to process your application. We cannot fund any commitments made prior to project approval.

D3. When will your activity end? *

The grant project must be completed by 31 December 2023. Please allow for two weeks before the project end date so you have enough time to complete project end reports.

D4. What is your proposed activity, and what do you want to achieve by doing it? *

Limit: 200 words

The grant should be used to support the processes and time to develop projects with artistic expression or creativity at the core and that will result in collaborative activities including artistic and creative exchange of either skills, knowledge, and practice or the co-production towards new artistic and creative content. Various approaches can be employed such as art residencies, exhibitions, performances and showcases, publications, webinars, and conferences.

Grant Criteria

25% - Partnerships: The project proposal is mutually and equally benefitting both UK and mainland China applicants.

25% - Management: The project proposal is well planned and resourced and demonstrates equitable use of the budget between the UK and mainland China applicants

25% - Relevance: The project proposal addresses equality, diversity, inclusion, or environmental sustainability.

25% - Quality: The project proposal is of a high artistic/creative quality and is innovative in its approach.

D5. Why is this activity important for you or your group/collective's artistic development? *

Limit: 100 words

D6. What plans and preparations have you made to date? *

Limit: 100 words

D7. Please outline how your Counterpart/s will contribute to the activity, and give a brief description of their work. *

Limit: 250 words

D8. For online activity(ies), do you intend to have online audiences or participants aside from your project team? How many audiences or participants do you expect per activity and on which online platforms would they take place? *

Examples of online platforms:

- Websites
- Social media platforms such as Facebook, Twitter, WeChat, Weibo
- Online communication/collaboration platforms such as Zoom, Teams, Tencent Meeting

Not all grant projects may have public audiences or participants as these are dependent on your objectives.

Participant: This may be a benefactor/fellow, guest, or supporter of your project who the project team will be connecting with regularly for the project duration.

Audience: They may be public audience if you are doing live streaming of a performance, seminar, or workshop. They could be attendees only of a specific activity anytime in the project duration.

D9. For on-site/offline activity(ies), do you intend to have audiences or participants aside from your project team? How many audiences or participants do you expect and where would they take place?

Will you be doing live, on-site presentations or performances? Are you gathering collaborators in a specific place in country (if Covid restrictions are eased)? How will your participants and audiences be accommodated if on-site activities are cancelled?

D10. How do you plan to share the experience of your collaboration with your network and other CTC grantees? *

Limit: 100 words

As part of the grant agreement if you are selected, you will be required to have a final public presentation with your wider audience/stakeholders. This will be discussed with the British Council staff in China assigned to monitor your project.

D11. How does your proposal address issues related to equality, diversity, inclusion, or environmental sustainability? *

Limit: 100 words

D12. Describe the innovative features or aspects of your proposal. *

Limit: 100 words

Innovation can come in many different ways: It could be how you connect stakeholders, or how you use technology (not necessarily new) to make these artistic process or cultural connections.

D13. For the UK, have you worked with mainland China before? *

Yes

No

D14. For mainland China, have you worked with the UK before?

Yes

No

D15. How would you rate your range of contacts in the UK / mainland China (as applicable): *

0

1-5

6-10

11-20

20+

D16. How confident are you working with a UK based / mainland China based partner? *

1 – 6 scale (1 = not at all, 6 = very)

D17. What is your main motivation for applying for this grant / what do you hope it will achieve? *

Limit: 150 words

D18. What challenges to collaboration do you envisage and how do you expect to overcome them? *

Limit: 150 words

D19. What is the biggest barrier to success do you envisage and how do you expect to overcome it? *

Limit: 150 words

							0
							0
							0
							0
							0
							0
						Total Amount:	0

Please allot contingency for bank transfers as you will be working with counterparts overseas.

Also include in the budget tax deductions applicable, and costs for Access Support if you have them in **part F** of this application.

E3. Text field for budget and timeline if you can't complete the table above. *

Limit: 300 words

Write on the field here if you are not able to use the table above. Please write N/A on this field if you completed the table.

F. Additional Project Support

F1. We encourage that all proposals consider accessibility. Please explain the type of access support your proposal will require. *

Limit: 100 words

Write the kind of access support you may require to complete the activity in the grant. E.g. this could include a translator or interpreter to ensure smooth communication. If needed, applications should include access support in the budget.

F2. Will your project need support for working with those under 18, or with vulnerable adults? If NO, please type "No ". If YES, please give details *

Limit: 100 words

You can declare if your project is planning to work with these groups. If you plan to, you then can provide details such as age group, do they have special vulnerabilities, how do you plan to work with them etc.

If your project is selected, we will run a webinar for you on how to complete a risk assessment, the British Council's child protection policy, and our adults at risk policy. You will need to sign these documents. For further reading, please see the British Council's statement on safeguarding:

<https://www.britishcouncil.org/about-us/how-we-work/policies/safeguarding> (<https://www.britishcouncil.org/about-us/how-we-work/policies/safeguarding>)

F3. Have you secured or applied for any other funding support for this specific project? If NO, please type "No ". If YES, please give details.

Limit: 100 words

British Council will not be able to support with any additional funding. Please ensure that additional funding details (if any) are clearly mentioned in your proposal. Successful applicants are however encouraged to seek funding from other external sources.

G. Documents to upload

File upload *

Choose File

Select up to 4 files to attach. No files have been attached yet. You may add 4 more files.

Acceptable file types: .csv, .doc, .docx, .odt, .pdf, .rtf, .txt, .wpd, .wpf, .gif, .jpg, .jpeg, .png, .svg, .tif, .tiff

We can only accept up to four (4) documents in total. Each document can be a maximum of one (1) page. The maximum individual file size you can upload is 1MB.

Evidences with Counterpart can be email conversations, letters of support, or other documents which prove initial discussion with them. Select up to 4 files to attach.

Acceptable file types: .pdf, .doc, .docx, .txt, .rtf, .wpf, .odt, .wpd, .csv, .jpg, .jpeg, .gif, .tif, .tiff, .png, .svg, .zip

Please upload:

- a) Your CV
- b) A brief profile of the group/collective if you're applying on behalf of a group
- c) Your Counterpart's CV
- d) Evidence that your Counterpart or members of the group/collective is willing to work with you on this project.

Save Draft

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