

Creative Steps for Individuals Proposal Guidance

NAME – Tell us who you are.

PROJECT PROPOSAL – This should be a summary of what you are applying for and why. What, specifically, are you using the funding for and how would it help you with your professional development?

BACKGROUND AND BARRIERS – Tell us about your background, and a bit about your story and your experiences in the arts to date. This is also a good opportunity to tell us the barriers that you have faced in your journey so far. What has prevented you from reaching your goals? Why is now the right time for you to receive this funding? How can this funding help you to reach your goals?

PROJECT DETAILS – This is your opportunity to tell us more information about the things that you are applying for. Try to be as detailed as possible in this section so we can understand exactly what you will be doing with the funding. Try to be as clear as possible about your intention and your desired outcomes.

TIMETABLE/TIMELINE – Please include a timetable/timeline of activities. Please be as detailed as possible. Give specific dates and names of people or organisations that you'll be working with. We understand that things change during a project but the more information you can provide at this stage the better.

HOW WILL I KNOW IF I'VE ACHIEVED MY GOALS? – This section gives you the opportunity to demonstrate how a successful project will help you to achieve your goals. What are the specific indicators, based on your proposal, that will show that you've reached your goals or developed yourself further? Again, try to be as specific as possible. We understand that not all growth is easy to measure, but it is useful for you, and for us, that you are clear about what success looks like for you.