



## **CREU CYMRU: THE CREATIVE PROMOTER**

### **‘GO AND SEE’ SCHEME.**

#### **GUIDELINES FOR APPLICATION.**

- a. The scheme will only apply to visits being made by senior staff from venues that are members of Creu Cymru.
- b. Creu Cymru will normally invite an appropriate venue member to attend events on the Agency’s behalf. However Creu Cymru will also respond to individual approaches where they are seen to be of benefit to both the individual venue and the Creu Cymru membership.
- c. Creu Cymru will also consider applications to visit performances and events on behalf of two members of staff from the same venue, or jointly from staff at two different venues.
- d. Contributions through the scheme may be made towards the costs of attendance at individual performances in Wales and the UK and at both national and international festivals and showcases.
- e. Support through the scheme will be conditional on the member presenting a report on the performance or event to the membership in the most appropriate format. This may be through the e-group, web-site or a paper presented to the Board or a CC members meeting or conference.

#### **CRITERIA.**

- a. The visit should be to a performance or event that should satisfy a combination of:
  - directly benefiting the programming of the member venue
  - benefiting other members of Creu Cymru through provision of a critical response and dissemination of information
  - contributing to the professional development of the individual member(s)

- b. The performance or event will normally represent the current agreed programming priorities of Creu Cymru or areas of programming that the Agency may be reviewing at any given time.
- c. In the case of a visit to a performance CC will pay up to 50% of agreed costs.
- d. For attendance at national and international festivals, Creu Cymru will only consider funding when the member venue has raised the majority of the funding required from other sources such as ACW, WAI, Trusts or other sources.
- e. The maximum level of support through the scheme will be £150 per person.
- f. An additional sum may be available to support the smaller and less well resourced venues that wish to take advantage of the scheme.
- g. Creu Cymru will work in partnership with WAI on the discussion of applications for attendance at international festivals.
- h. Creu Cymru will try to respond to applications that provide a minimum of four weeks notice of the proposed visit. However members are advised to contact the Agency with as long lead-in period as possible. This would ensure proper discussion of the proposal within the strategic development of the scheme and avoid disappointment since the scheme will be cash limited.
- i. Reports should be presented within eight weeks of the performance or event otherwise the support offered will not be payable.
- j. No applications will be considered in retrospect.

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**GO AND SEE SCHEME**

**APPLICATION**

A. Name(s) of participants, venue(s) and position in venue(s):

1.

2.

B. Event or performance:

(In the case of visits to UK or International Festivals please contact Creu Cymru for discussion before completing the form).

C. Date(s) of visit:

D. Reasons for visit:

(A brief description of why attendance at the event or performance is important for you and your venue).

E. Budget

Please attach a budget that includes:

Travel costs (if using a car please include mileage being claimed for and mileage rate)

Cost of tickets

Accommodation (where needed)

Subsistence costs

Sources and levels of financial support (please identify sources – venue, ACW, WAI , Trusts etc.)

Support requested from Creu Cymru.

Signed .....

Date .....

Approved .....

Date .....

Report received .....

Paid.....

Cheque No. ....

Paul Hamlyn/Esmee Fairbairn/Creu Cymru