

# Creative Scotland

## Open Project Funding Information Sheets

### Touring

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#### Introduction

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This information sheet is to help prospective applicants to Creative Scotland's Open Project Funding programme with guidance if their application contains touring – outlining what you can apply for, touring within and outwith Scotland and signposting you to other places for further advice and information.

You must read the [Guide to Open Project Funding](#) and relevant [Help With Your Application](#) documents - this information sheet compliments the guidance in those documents but does not replace it.

#### Alternative Formats, Languages and Access Support

Creative Scotland is committed to offering clear and accessible application processes and programmes that are open to everyone. On request this information is available in alternative formats including translations. We offer access support to disabled applicants, tailored to individual requests. Support includes Sign Language Interpreters for meetings and scribing support for dyslexic applicants. Officers can offer advice to new applicants and support them to make an application. The Equalities Team can offer additional one-to-one support to applicants with access requirements. Please note we will accept applications and supporting materials which are written in English, Gaelic or Scots.

If you have any general enquiries about the application process, Guidance or Application Form, please contact our Enquiries Service:

Email: [enquiries@creativescotland.com](mailto:enquiries@creativescotland.com)

Telephone: **0845 603 6000 (10am-12pm & 2-4pm, Mon – Fri)**

If you are a deaf BSL user, you can access our services with the Contact Scotland-BSL programme. Go to [www.contactscotland-bsl.org/public](http://www.contactscotland-bsl.org/public) for more information.

## **Touring – what do we mean by touring and what can you apply for?**

Any work which travels to two or more locations is regarded as touring. However our funding exists to support cultural activity across the whole of Scotland, so any applicant seeking our support for touring will be expected to demonstrate that they've made every effort to reach the widest possible audience.

As part of your application to the Open Project Fund, you can apply for support to tour work in Scotland. This can be as part of an application to both make a new piece of work and then undertake an initial tour, or for a follow-up tour of a pre-existing piece of work.

You can also apply to tour work internationally.

Touring may involve the movement of a production/exhibition, or individuals either collectively (e.g. an orchestra) or solo artists (e.g. writers).

If applying for a tour, the budget information you present should include fees at the industry standard rate, royalties (where appropriate), transport, freight, accommodation, technical hires, marketing, access costs (e.g. such as audio description, sign language or interpretation) and insurance. Please also read our **Information Sheet: Help with Budgets** before completing your budget.

If you are applying for support to tour internationally ensure that you are aware of work permits and visa costs prior to applying.

## **What will touring not support?**

Please note that touring does NOT include film exhibition and distribution - anyone looking for funding to support this sort of activity should look at the Creative Scotland **Film Fund** instead.

For music and performing companies touring internationally, we would not *normally* support costs incurred in the respective overseas territory (transportation, accommodation, per diems, fees) as these costs should be met by the promoter of the tour in their respective countries. We will consider supporting Scottish based artists with travel from Scotland/UK to these countries. Additional support would be considered for dedicated showcases where appropriate.

## **What types of venues are acceptable as part of your tour?**

On tour venues can cover a broad range of premises including (but not limited to) publically funded concert halls, theatres or galleries, independently managed spaces, volunteer managed rural / village halls or site-specific locations.

We recommend that you use accessible venues and locations wherever possible (and if the venue is clearly inaccessible, please explain why you are using this location and what steps you will take to address the accessibility issues).

We will expect you to have secured venue interest in your proposed tour. While it is not necessary to have confirmed fixed dates at the point you submit your application, any subsequent offer of funding we may make will require you to provide confirmation of this detail. You are therefore strongly advised to include supporting documentary evidence of venue interest along with your application. This may include copies of email or postal correspondence. Projects of high artistic merit, but which are not coupled with evidence of clear demand from venues, are significantly less likely to be supported through the Open Project Fund.

## **Touring outside of Scotland**

Where a tour is happening in Scotland, but also extends in to England, Wales, or Northern Ireland for a limited number of performances (typically regarded as fewer than 15% of your tour total number of performances) these costs can be included in your application to Creative Scotland.

For longer tours in the UK (i.e. where more than 15% of your performances will be happening outside Scotland) funding for these shows may be available from Arts Council England, the Arts Council of Wales, or the Arts Council of Northern Ireland.

In line with standard industry practice for international music tours we typically expect the overseas promoter to cover all fees, per diems and hotel costs. We will consider exceptions but that is usually based on the size of the band / orchestra touring.

## **Further information and resources**

There are a range of other agencies and organisations who can also advise you in relation to touring. The following list, whilst not exhaustive, outlines the key organisations:

### **North East Arts Touring (NEAT)**

[www.neatshows.co.uk/](http://www.neatshows.co.uk/)

NEAT offering funding support to bring touring shows and theatre to the North East of Scotland

### **The Touring Network**

[www.thetouringnetwork.com/](http://www.thetouringnetwork.com/)

The Touring Network promotes rural touring across Scotland.

### **Federation of Scottish Theatre (FST) Touring Forum**

[www.scottishtheatre.org/](http://www.scottishtheatre.org/)

The FST Touring Forum is open to anyone with an interest in touring and works across the professional dance, opera and theatre sector.

### **Made in Scotland Onward International Touring Fund**

[www.creativescotland.com/made-in-scotland](http://www.creativescotland.com/made-in-scotland)

If your show has previously been present as part of the Edinburgh Fringe, the Made in Scotland Onward Touring fund is open to any individual or company based in Scotland which has presented a professional piece of theatre, dance or music at the Edinburgh Festival Fringe, and which, as a result, was seen by and programmed by an international presenter.

### **Attitude is Everything**

[www.attitudeiseverything.org.uk/](http://www.attitudeiseverything.org.uk/)

Attitude is Everything improves Deaf and disabled people's access to live music by working in partnership with audiences, artists and the music industry.

### **British Council**

[www.britishcouncil.org/](http://www.britishcouncil.org/)

The British Council aims to create a friendly knowledge and understanding between the people of the UK and the wider world, finding new ways of connecting with and understanding each other through the arts, to develop stronger creative sectors around the world that are better connected with the UK.

### **Arts Council England**

[www.artscouncil.org.uk](http://www.artscouncil.org.uk)

**Arts Council of Wales**

[www.artswales.org.uk](http://www.artswales.org.uk)

**Arts Council of Northern Ireland**

[www.artscouncil-ni.org](http://www.artscouncil-ni.org)

**Euans Guide**

[www.euansguide.com/](http://www.euansguide.com/)

Euan's Guide is a listings and review website that helps disabled people and their families know which venues are truly accessible. Euan's Guide aims to be a friendly, honest & empowering alternative to hours of web searching and phone calls and most importantly remove the 'fear of the unknown' when visiting a venue for the first time.

**Luminate Access Guide**

<http://www.luminatescotland.org/sites/default/files/Access%20Guide.pdf>

This guide is a compilation of 'top tips' and general guidance for working with, and welcoming, disabled artists and audiences of all ages.