

Easy Read



wales arts international  
celfyddydau rhyngwladol cymru

# Supporting the Welsh arts to work with other countries

This document was written by **Wales Arts International**. It is an easy read version of the **International Opportunities Fund guidelines**.

**April 2023**



# How to use this document



This is an easy read version. The words and their meaning are easy to read and understand.



You may need support to read and understand this document. Ask someone you know to help you.



Where the document says **we**, this means **Wales Arts International**. For more information contact:



**Website:** [wai.org.uk](http://wai.org.uk)



**E-mail:** [info@wai.org.uk](mailto:info@wai.org.uk)



**Phone:** 029 2044 1300



**Twitter:** [@WAICymruWales](https://twitter.com/WAICymruWales)



This document was made into easy read by **Easy Read Wales** using **Photosymbols**.

# Contents

<b>How to use this document .....</b>	<b>2</b>
<b>Introduction.....</b>	<b>4</b>
<b>About the smaller fund.....</b>	<b>6</b>
<b>Who can apply? .....</b>	<b>8</b>
<b>When to apply .....</b>	<b>10</b>
<b>How we will make our decision .....</b>	<b>11</b>
Who can get the money.....	11
Who cannot get the money .....	12
<b>How to apply?.....</b>	<b>13</b>
<b>What information we need from you .....</b>	<b>15</b>
About your costs.....	15
About documents .....	16
<b>What happens next? .....</b>	<b>17</b>

# Introduction



We are **Wales Arts International**. We help Welsh artists and arts businesses to work with other countries.



We call Welsh artists and arts businesses the **Welsh Arts** for short.

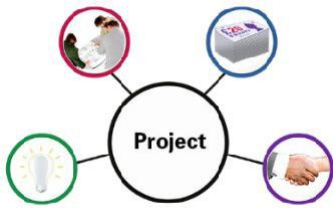


If you work in the Welsh arts, we can help you. We can give you advice, support and money to work with other countries.



The money we can give you is called a **fund**.

# About the fund



This fund is to help the Welsh Arts to work with other countries. We call this kind of work a project.



You can use this fund to pay for your project. The fund can pay for things like travel costs, materials, and paying artists.

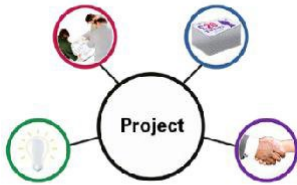


You should have another way to finish your project if you cannot travel.



We will help you with planning your project.

# Who can apply?



This fund is to help the Welsh Arts to work with other countries. We call this kind of work a project.



If you work in the Welsh arts, you can apply for this fund.



You must have a project you want to do in or with another country.



Groups of artists can also apply for this fund.



Arts Organisations in Wales can also apply for this fund.



If you apply as a group of artists, we only need one artist's name to apply. We will still need to know the names of the other artists involved.



We have a total of £210 thousand to spend.



But, the most money we can give you is £7,500.



Read our help notes for more information on who can apply for this fund.



## **When to apply**

You can apply at any time but you need to make sure that you apply at least seven weeks before your project.

# How we will make our decision

## Who can get the money



You can get this money if you:



- have new ideas for a project with another country



- have a project that could go on for a long time



- want to share things like your experiences and what you know



- can get more people to work with other countries

## Who cannot get the money



You will not get the money if:



- your work does not include activity with other countries



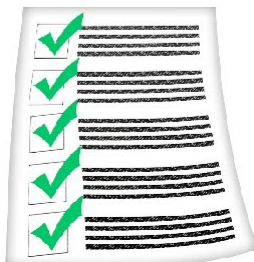
- your work depends only on travelling and you cannot carry out the project work online



- you need the fund for a student project



- want the fund to enter a competition



- want the fund for work you have already finished.

# How to apply?



If you want help to apply for the fund, you can ask us. We are here to help.

**To apply for the fund, you will need to make an application and answer these questions:**

1. Information about yourself, including  
Your name  
When your project will start and when it will end  
How much money you will need  
Which language you want to use  
Your bank account information



2. What do you hope to get from doing this project?



3. Your project might be with a group of artists. Tell us your plan for choosing and working with this group.

4. If you are going to travel to another country, tell us why you must travel.

# What information we need from you

## About your costs

To apply for the fund, you will also need to give us all the information below:

- How you will be spending money on things like:



- Artist fees
- Membership or registration costs
- Materials
- Travel costs
- Translation



- Details of all the things you need the funding for. This includes money to pay yourself a salary.



- Details of any money you might make.



- Details of any help you might get for free.



- Details of any other money you will use to help pay for the project.

## About documents



- A **letter** or **email** from the people you are working with in another country. This document should say they are going to work with you. This document should also include a link to their website.



- You might want funding to go to an event in another country. You **do not** need a letter or email about this. You can just email us the event **website** address.



- We need more information about your work. This could be a website address or a C.V.

# What happens next?

We will let you know if you will get the money in six weeks.



If you get the fund, we will help you plan out your project more.



We will also ask you to answer some questions about your project 30 days after the end date.

**You can answer the questions in different ways:**



- You can write down your answers.



- You can make a video with your answers.





- You can record your voice with the answers.



1 year after your project is finished, we will ask you more questions.



It is important that you answer the questions we ask you. It will help us support more people in the future.