

UK / KENYA ARTS SCOPING GRANTS GUIDANCE DOCUMENT

The British Council has opened applications for scoping grants as part of the 2025 UK/Kenya season. This grant scheme aims to support new connections, exchanges, and future collaborations between the UK and Kenya that lay the foundation for long-term relationships among artists, creative practitioners, and art and cultural organisations, hubs, networks, and collectives through engaging digitally and/or face to face.

What is the UK /Kenya Season 2025?

In 2025 the British Council, in collaboration with partners in the UK and Kenya will present a programme of activities that celebrate creativity, innovation through the arts, culture and education links between the UK and Kenya in 2025. This season will catalyse new UK / Kenya partnerships, platform more work from Kenya in the UK and vice versa through increased investment in the arts.

You can learn more about [previous seasons](#) here and more on the UK/KE Season in the months to come.

What are the grants for?

The grants will primarily support travel-related costs (flights, visa, accommodation, meals, local transport etc) fundamental to the scoping visits. All applicants should have a clear project (see guidance below) in mind which would then be collaboratively developed through this exchange. The project must be for presentation in Kenya, or in Kenya and UK, but not UK only. In late 2024 we will run an open call to support collaborative projects that best meet the aims of the Season as described below. Recipients of the scoping grant will be encouraged to apply for this grant to further develop and deliver their projects. Projects should be delivered by at least one UK-based individual/ organisation and at least one individual/ organisation based in Kenya. Only one of the two individuals/ organisations can apply for the grant.

The British Council will not fund legacy activity or recurrent costs on existing projects. We welcome applications that focus on digital collaboration if there is strong evidence that the grant would be put to good use in developing the project idea without physically visiting the country. We are also open to applications that deliver a collaborative activity that contributes to the development of future project ideas i.e. virtual residencies, workshops, exhibitions, conferences, panels and talks.

What funding is available?

Applicants can apply for up to £5,000 each. This can cover visa, international travel, accommodation, speaker fees, research, and a pilot of your project (budget allowing). Successful projects in the current round are eligible to apply for further funding in October 2024 to deliver the collaborative project designed with support of this scoping grant.

Who can apply?

The grants are open to individual practitioners, arts and cultural organisations, large or small, in both the UK and Kenya. If the proposed project is clearly shared between two individuals/ organisations then only one of the individuals/organisations can apply for the grant.

What is the deadline?

Applications should be submitted using the form on this page to be received by 10th March 2024 23:59HRS (GMT).

Art Form Guidance

Before making your application, please ensure you have read the full guidance document and your application meets the following conditions:

- Each application must comprise of at least one (1) UK partner and one (1) Kenyan partner
- The size of grant requested is within the 5,000GBP thresholds of funding
- Project proposal should have a timeline ending no later than 30 November 2024
- Travel should take place between late April and October 2024
- Organisation applicants should be registered in the UK or in Kenya countries
- Individual applicants should be Kenyan nationals or UK individuals based/living inside of the United Kingdom unless temporarily living but retaining a home address in the United Kingdom and defined by His Majesty's Revenue & Customs as 'resident in the UK' for tax – [see here](#)
- Funding bodies are not eligible
- Proposed projects must be projects for the arts, cultural or creative sector(s) within any of the following art forms:
 - Film
 - Literature
 - Visual Arts
 - Theatre and dance (including circus)
 - Architecture, design & fashion (including craft)
 - Music
- We are particularly interested in projects at the intersection of one (or many) artforms and creative technology, and/or through artistic practice develop applications of technology in new or unexpected ways. These technologies could be, but are not limited to: video gaming, artificial intelligence, XR, block chain technologies, or emergent scientific research"

We also welcome proposals from creatives interested in exploring:

- Projects with themes relevant to the creative economy
- Cross-disciplinary art projects (e.g., art + education + science, art + technology)
- The scope of a project might be simply to collaborate on a piece of art, a film, piece of writing or music, or could include any of the following:
 - Research and development of future project ideas
 - Residencies, exhibitions, festivals, showcases, workshops, performances, screening programmes, storytelling projects
- Projects that focus on or include digital innovation (such as projects which combine art with

technology in a new or different way)

- Conferences, panels and talks
- Creative use of archives

Although this is not a programme focusing on professional development, the outcome doesn't strictly need to be a completed artistic outcome. The development of skills can be part of a project with the primary outcomes supporting creative and artistic work. The engagement can be digital, face-to-face, or a hybrid blend of both.

Key Themes and Terms

What can the grant be used for?

The grant should be used to support the process of developing new 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, among others.

While all proposals meeting the above eligibility criteria will be considered, we encourage proposals responding to the following themes for this grant call:

- Innovation and Technology
- Cultural Heritage
- [Diversity and Inclusion](#)
- Climate Change
- Diaspora
- Identity & Youth Culture

What are the assessment criteria?

Your project proposal will be assessed across the four following areas, which are also clearly marked in the application form to help you prepare your proposal.

Quality - The project proposal is of a high artistic/creative quality, is innovative in its approach and shows consideration how the project might continue after this year of delivery.	25%
Partnerships - The project proposal is mutually and equally benefitting both UK and Kenyan applicants.	25%
Management - The project proposal is well planned and resourced and demonstrates equitable use of the budget between the UK and Kenyan applicants.	15%
Documentation & Communication – the project proposal includes a plan to share / document the process / outputs/ outcomes	10%
Theme and Relevance - The project proposal addresses equality, diversity, inclusion, or environmental sustainability.	25%
Total	100%

Assessment criteria 1 | Quality - 25%

Assessors will be looking at the project proposal and if it is of a high artistic/creative quality and if it is experimental and or innovative in its approach. Is the project outline and what the project aims to achieve clear, and who is the intended audience?

The assessors will look for:

- Evidence of **artistic quality and benefit to individual artists/ creatives**
- **Clear project outline** and evidence of **discussions between partners**
- If relevant, evidence of how project will incorporate **innovation**¹
- Evidence of who the **intended/ potential audiences are**
- Evidence of **how the project might continue after this year of delivery**

Assessment criteria 2 | Partnership - 25%

• Assessors will want to see how you will collaborate and will look for evidence of:

How the partners will work together in a way which factors in equality within the partnerships

- The mutual and equal benefit to both UK and Kenyan partners and that it demonstrates shared use of the budget between the UK and Kenyan partners
- An equitable approach to collaborative working, e.g. how the partners will work together, what each will contribute and benefit from their relationship, that consideration has been made on international working, such as culture, time zones, and different environments. How do the partners know each other? How will they support each other, how will the budget be split between partners? What each partner will bring to the project, and how will this benefit all partners and how the collaboration might continue beyond the scoping grant?

Assessment criteria 3 | Management - 15%

Assessors will want to see the following explanations about your project proposal.

- How it has been planned and resourced and that it has considered reasonable risks and mitigations
- How your project will bring a positive contribution to the communities you are working in

Assessors will look for evidence of:

- A realistic project plan – in terms of timescale and budget – and evidence of the partner's ability to deliver, based on their track record

Assessment criteria 4 | Documentation & Communication – 10%

Assessors will want to see how the proposal demonstrates how partners will document and share their process/ outputs/ recommendations/ considerations with their communities/ the public either online or face-to-face. The objective is to increase the visibility and understanding of either the subject matter/ the approach practice with new or existing audiences.

Assessment criteria 5 | Theme and Relevance - 25%

Project proposal meeting eligibility criteria will all be considered while our priority themes for this call are:

¹ Please note, by innovation we mean that the project demonstrates new forms of content, new methods of delivery, new design processes, or that the project approaches audiences in a new way or working in a new country with a new partner.

- Innovation and Technology
- Cultural Heritage
- [Equality, Diversity and Inclusion](#)
- Climate Change
- Diaspora
- Youth Culture

At the British Council, we work towards mainstreaming our Equality Diversity and Inclusion (EDI) principles (Equality, diversity and inclusion) and practices across all our work and are committed to reducing our environmental footprint. This includes how we engage with stakeholders, participants and partners. We will be assessing how projects address and consider Diversity, Inclusion and Environmental sustainability within their projects. Assessors will want to see:

- Evidence of diversity and inclusion in project team and /or in subject and/or in targeted audiences²
- Consideration around access for disabled partners, participants and/or audiences, as required
- Consideration around how the project will be delivered with inclusion in mind, such as transport, venues³, online access, or sign-language interpreters and within marketing materials as required

Assessors will also check that the proposal budget includes, where needed, costs for access and any additional support for working with different groups or, specialists where needed.

Assessors will also consider whether there is evidence of:

- recognition of potential risks concerning diversity and inclusion
- considerations made on environmental sustainability within the delivery of the project (where applicable).

Submission process

Applications should be submitted using the form on this page to be received by 10th March 2024 23:59HRS (GMT). Grants will be paid in GBP for applicants based in the UK and equivalent in KES for applicants based in Kenya (using the British Council's corporate exchange rate for the month of the contract's signature by the British Council). We will issue a contract and will need to set you up on our financial system if you are a new vendor. All payments will be made via bank transfer. The grant recipient is responsible for paying any taxes and bank fees in relation to their grant. These costs should be included in the project budget at the time of applying. Payments to be made within 30 days of the grant contract being signed by both parties. Please note that only after the grant advance payment is completed – the applicant can start making any expenditure.

Reporting

Comprehensive templates will be provided to successful grantees and reviewed as part of the contracting process.

² This could be how the project might increase the reach to include under-represented artists and/or creatives, organisations, communities, networks, or delivering work for under-represented audiences. It might be how the project creates platforms for women, disabled groups, marginalised communities in delivery and/or for audiences. We understand that diversity and inclusion will be different in different country contexts. You can include a short description in your application of what diversity and/or inclusion means in the context of your project and the countries you are working with.

³ We acknowledge that it is not always possible to have provision of accessible venues, but you can describe what access means in your country context, and what a good standard of access might mean in your country.

Timeline

- Open Call launched: 9th February 2024
- Information sessions: 20th February 2024
- Open Call closed: 10th March 2024
- Successful projects notified: 20th March 2024
- Grant agreement signed: 5th April 2024

If selected for award, you will be expected submit the following documents to the British Council in by 22nd March 2024.

- An updated budget
- project activity and communications plans
- Bank details and registration documents of the lead partner

Please submit your application **ONLY IF** you can commit to the schedule specified above.

Some Final Key Tips for your Application

Here are some tips for your application.

Make sure you can **clearly and succinctly describe what your project is**. If someone asked you for a two-sentence description of your project, what would you say?

Make sure that your **project closely aligns with the assessment criteria**

Don't be vague and **don't underestimate your budget**. There's no advantage in trying to shave off costs to bring your budget under a certain amount. Tell us what you think it will cost to deliver the best version of your project. The assessors will assess whether this seems like value for money, and a fair and equitable use of budget between the partners involved

Make sure **the practicalities of international collaborative working have been factored** into your budget

Compensate your artists equitably. The grant may not be able to accommodate the full commercial rates for all partners involved but it is important to ensure equitable compensation in line with the roles and responsibilities in the project.

Be wary of **missing information**. Make sure you double-check check your application is complete before you submit it. Have you included your budget and all your supporting documents? We can only assess what's there. Supporting documents requested are listed in the application form, i.e.

- Agreement Letter(s) from Partner(s) (Please download the template and complete)
- CV of Project Lead(s)
- Project Budget (Please download the template and complete)
- Project Workplan (Please download the template and complete)

Contact details Any queries related to the grants call should be sent to email address:

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