

# Make It Happen Sauchiehall Street GUIDELINES

Whether you are a self-taught DJ, amateur theatre performer, or aspiring screen writer – this fund is for you to help you take the next step in your creative journey!

Make It Happen Sauchiehall Street Fund is open to artists, musicians, performers, film makers and writers aged over 16 and onwards, who are not already working in the arts and are not accessing/have not accessed formal arts education since the age of 16.

This fund is for creatives based in Glasgow Ward 10: Anderston/City/Yorkhill - whether you love making theatre, dance, film, or music.

The fund is for helping you develop your creativity and can be used in multiple ways such as: training, networking, testing an idea, staging pop-up event or exhibition, travel costs for research, or digital performances, and forming new collaborations.

You may have worked with community arts organisation who have nourished you creatively, but are now ready to take the next step in your creative journey.

We can't wait to hear all about what you like making and how you want to develop!

## Who is eligible for the funding?

This fund is open to:

- Those who are not already a professional in the arts, creative and performing industries (not earning their primary income from the industry)
- Those who are not accessing/have not accessed formal arts education since the age of 16.
- Those who are 16 and over
- Those who have a creative interest in one of the following: Dance, Music, Performance or Theatre, Film or Performance-based writing.
- People who live in Glasgow Ward 10 - Anderston/City/Yorkhill. This means you must have a postcode from one of the following areas: Anderston, City Centre, Dundasvale, Garnethill, Kelvinhaugh, Merchant City, Saltmarket, Townhead (don't know if you live within this boundary? See this map [here](#) to help.)

## What size are the funds?

There are up to 5 awards available - each award is £1,000.

We expect a lot of excellent and exciting applications, sadly more than we can fund. All of the applications will be read and carefully considered by a group of people from Royal Conservatoire of Scotland and Sauchiehall Street's project team, as well as two guest artists. We will use an assessment criterion to mark each application to make it a fair process. We will select the proposals which strongest case.

The assessment criteria is available to read along with these Guidelines – this is to give you a clearer understanding of how we will score your proposal.



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The award can either fully-fund your project or part-fund your project. If your project would require extra funding to make it happen, let us know how you would change your plans if you were unable to secure extra funding.

## How do I make a strong application?

To make a strong application, make sure you read the application guidance and assessment criteria, and clearly answer the questions in the application form. If you need help, you can attend one of our Make It Happen application workshops, email the Sauchiehall Street team at [sauchiehallstreet@glasgowlife.org.uk](mailto:sauchiehallstreet@glasgowlife.org.uk) or chat with the organisation who shared this opportunity with you for some advice and guidance.

Make sure you write about how the funding would nurture your creativity and help you take the next steps in realising your creative ambitions!

## Application Budget

As part of your application, we will ask you for a budget.

Your project budget should include an outline of all your project costs (i.e. artist's fees, website costs, venue booking, travel, tickets for events etc). We're happy to accept estimated costs, however, it's good to do a little bit of research into costs when making your budget to make sure your budget is realistic.

If you are looking at bringing in some additional budget for your project, make sure to include this in your budget.

If your project budget is more than £1000 and you will need to tell us where your other sources of funding are coming from and what stage they are at e.g. secured, not confirmed etc.

Please tell us about any in-kind support you might receive as part of your project. In-kind support is support which is given free of charge e.g. room rental, project management support etc.

Not made a budget before? Have a look at our example budget to see what we're after!

We recommend that you draft your application in a separate document before submitting it in the online form. This will allow you to edit your application beforehand to ensure it is as strong as possible before submission.

## Can I pay myself and my collaborators?

It is important that you are paid fairly for your time, as well as others you might work with. Paying yourself and your collaborators fairly should be a standard to help ensure that everyone is able to access and create art.

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We encourage you to plan your project in such a way that you can ensure that you, and any of your collaborators, are paid fairly for their time and effort. This may mean taking care to not fit a big project into a small budget and trying to do too much.

We strongly encourage payment of at least the Real Living Wage for yourself and for all people being employed to undertake work in your project.

You may also use your chosen union rates (i.e. Musicians Union, Equity, etc), which should be clearly identified in your project budget. If you're not sure about union rates, then you should be using the Real Living Wage as a guide.

In your project, if you would like to work with a community group through research or workshops, we encourage you to work with a group or organisation you already have connections with, and who will be able to support you.

### What can I get funding for?

Recipients can use the fund for the following types of activities:

- Micro-projects finishing by end of
- Seed funding for early-stage ideas or performances
- To test an idea, project or collaboration through a pop-up event or rehearsals.
- Performance or digital performance related costs such as venue hire and equipment or streaming platforms
- Costs associated with taking a show to Festivals or Online Festivals
- Costs related to producing collaborative projects – space hire, pop-up events, marketing materials
- Registration costs for attendance at networking events or short courses that will support your creative development
- Artist's fees to cover your time working on the project

The fund will not cover:

- Living costs, rent, overhead bills
- Debts
- Business Consulting costs
- New instruments
- Membership of professional bodies
- Formal tuition fees

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- Projects that commence before September 2025

## Application Timeline

The application deadline is **17:00PM, Wednesday 27 August**. Unfortunately, if you submit your application late, it will not be considered.

We will email you within three days of sending your application form to let you know we have received it and to give you an applicant number.

We will let you know our decision on your application no later than **Wednesday 17 September**.

You will also have an opportunity to receive a one-to-one mentoring session with the creative entrepreneurial team at the Royal Conservatoire of Scotland if you are not successful with your application.

## Accessibility & Support Sessions

We'd love to hear from you and are always happy to have a chat if you're struggling with the application process. Please email [sauchiehallstreet@glasgowlife.org.uk](mailto:sauchiehallstreet@glasgowlife.org.uk) to discuss any additional support which you might need to make an application.

We will welcome applications as video or audio files, up to 5 minutes long if this is more accessible for you.

We will run two support sessions on the following dates:

- Thursday 7 August, 6:00 - 7:00pm – Online Q&A session
- Thursday 21 August, 10:00am – 12:00pm – in person application writing workshop – Clockwise M2:15 (Savoy Tower, 77 Renfrew St, Glasgow G2 3BZ)

If you would like to join either session, please email [sauchiehallstreet@glasgowlife.org.uk](mailto:sauchiehallstreet@glasgowlife.org.uk)

## Successful applications

Successful applicants will be offered a 1:1 support session with the Manager of the Creative Enterprise Development to help them get started, plan their project, or to plan for their next steps.

## Paperwork for receiving your funding:

If your application is successful, we will require some paperwork from you, which shows your name and proof of address, dated in the last three months. For example, this could be an energy or phone bill etc.

We will also need the following information to complete the payment process:



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- Name & address of account holder
- Account number
- Sort code

## Reporting

We'd love to see and hear about how the fund has made a difference to your creative development. If you are successful in receiving funding, we will ask you to submit a short report (between 250 – 500 words) by **Friday 30 January 2026**. If you'd rather have an informal chat about this with a member of the Sauchiehall Street team, this is possible too.

The report should include:

- An outline of how you used the funding.
- A reflection on how the funding has helped your creative development.
- Something visual - videos, photos, posters, or creative documentation which reflects what you used the funding for.

Recording your work can help your project develop and help you seek further funding after the Make It Happen Fund.

Documentation and reporting will also help us by ensuring that we can tell the story of your work and continue to provide and build on similar support to creatives in the future.

## What happens if I am unsuccessful?

Sadly, there are only five opportunities available, and we won't be able to fund all the fantastic applications we will receive. We will let you know a decision on your application by the end of September and will provide feedback on your application.

If you have any questions or queries, please contact Stephanie Edwards at [cedo@rcs.ac.uk](mailto:cedo@rcs.ac.uk)