WeCare Arts Fund

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Section 1: Overview

What is the Fund?

WeCare Arts Fund is a grant scheme by the National Arts Council and People's Association. The fund aims to support Social Service Agencies (SSAs) in the 5 districts in Singapore through the Community Development Councils to:

a. Broaden access for SSAs to engage their beneficiaries through the arts;
b. Enable SSAs to deepen the engagement with their beneficiaries through the arts

What does the Fund support?

The fund supports arts-based projects that involve artists working directly with SSAs to engage their beneficiaries through the

- Performing Arts,
- Visual Arts,
- Literary Arts or
- Multi-Disciplinary art forms.

The projects could take the form of:

- Workshops (recommendation of between 6 – 8 sessions)
- Co-creation of performances and exhibitions, where beneficiaries go through an artistic process with artists

Applicants may refer to following WeCare Arts Fund video featuring projects supported by the fund - https://www.youtube.com/watch?v=iRhilUzXdSs.

The list above is not exhaustive; please contact the relevant Community Development Councils (CDCs) officer in your district to find out if your project can be supported under this scheme.

Central Singapore CDC	Nur Inshira - Nurinshira_NOORAZMIE_from.TP@pa.gov.sg Lynn Ng - Lynn_NG@pa.gov.sg
North East CDC	Isabelle Chan - Isabelle_CHAN@pa.gov.sg Heidi Luah - Heidi_LUAH@pa.gov.sg
North West CDC	Goh Shan Jin - goh_shan_jin@pa.gov.sg Stephanie Lee - Stephanie_LEE_from.TP@pa.gov.sg
South East CDC	Phua Poh Hwee - PHUA_Poh_Hwee@pa.gov.sg Sheril Amira Isnandar - Sheril_Amira_ISNANDAR_from.TP@pa.gov.sg
South West CDC	Choong Yuen Theng - CHOONG_Yuen_Theng@pa.gov.sg Iris Ng - Iris_Wl_NG@pa.gov.sg

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What is the level of funding support under this scheme?
The Fund supports up to $5,000 per project, covering qualifying costs such as direct expenses[1] (e.g. artist fee, art materials, instrument rental, etc) related to the project.

Subject to availability of funds, the funding quantum will be awarded based on the following:

- Strength of the proposed project;
- Track record of artist leading the programme; and
- Capacity and commitment to execute the proposed project.

Section 2: Eligibility

Who is the Fund for?
The fund is open to all SSAs that are keen to work with artists / arts organisations to bring arts to their beneficiaries. SSAs must be a non-profit organisation and member of the National Council of Social Service.

Artists who are interested to propose a project to work with SSAs may enquire with the National Arts Council via nac_artsforall@nac.gov.sg.

The Fund supports projects by artist/ art organisation who are Singaporean or Permanent Residents of Singapore.

Who is not eligible to apply for the Fund?
The fund will not be able to support your application if you:

1. Are proposing a project that:
    - has already commenced prior to the time of application;
    - does not have a clearly defined arts component;
    - projects that primarily aim at promoting religious causes;
    - is held at a religious venue;
    - is intended for fund-raising purposes;
    - is presented under the auspices of a school or tertiary institution, or is part of its curriculum;
    - is intended specifically for academic purpose;
    - is unable to obtain an Arts Entertainment License (where relevant)

2. Have received funding from NAC's Presentation and Participation Grant

[1] The Fund is not able to support indirect expenses such as overheads and purchase of assets (e.g. furniture, instruments, etc.) Please approach your CDC officer for clarification, if necessary.

3. Have pending/ outstanding evaluation reports on the use of previous funds administered by CDC[2].

A note on funding guidelines

1. While individual artists/arts organisations may work with multiple SSA(s), the Fund can only support each artist/arts organisation up to $50,000 per Financial Year.

2. SSAs should not submit multiple application to CDCs if they have ongoing programme funded under WeCare Arts Fund. Should the SSAs wish to apply for funding for other programme under WeCare Arts Fund, they should only submit after the completion of the first programme, including submission of the evaluation reports and Statement of Accounts

3. While we celebrate diversity of expression and are open to balanced dialogue in the arts, as a government body disbursing public funds in line with Government policies, CDC will not consider proposals which:
    - Advocate or lobby for lifestyles seen as objectionable by the general public;
    - Denigrate or debase a person, group or class of individuals on the basis of race or religion, or serve to create conflict or misunderstanding in our multicultural and multi-religious society; and
    - Undermine the authority or legitimacy of the government and public institutions, or threaten the nation's security or stability.

Section 3: Application and Assessment Process

How do you apply for the Fund?

Applications for WeCare Arts Fund should be made through MCCY's Grants Portal at https://oursggrants.gov.sg/grants/wecareartscdc/instruction

For queries on the application process, please email the relevant Community Development Council (CDC) officer in your district:

Central Singapore CDC	Pang Wen Hao - PANG_Wen_Hao@pa.gov.sg Wee Peng Yu - WEE_Peng_Yu@pa.gov.sg
North East CDC	Edna Phua - Edna_PHUA@pa.gov.sg

[2] All applicants must declare grants received within that Financial Year (between April and March the following year).

	Kenneth Tan - Kenneth_ZX_TAN@pa.gov.sg
North West CDC	Brandon Oh - Brandon_OH@pa.gov.sg
South East CDC	Kenneth Poh - Kenneth_POH@pa.gov.sg Soh Chye Horng - SOH_Chye_Horng@pa.gov.sg
South West CDC	Joan Lai – Joan_Lai@pa.gov.sg

Your application should include the following:

- ☐ Project Proposal – art-form; objective; no. of participants; duration; venue;
- ☐ CV of artist(s) / arts organisation involved
- ☐ Budget

What happens after you submit an application?

All applications will be assessed by the CDC, with inputs from NAC where necessary. You may be contacted if further information is required. All proposals submitted to the CDC will be treated in the strictest confidence.

How will your application be assessed?

Our assessment will be guided by the following criteria:

1. Strength of proposed project
    - Concept and execution plan of the arts-based proposal
    - Budget requirement with regards to the proposal
    - Level of Engagement with targeted community/beneficiaries

2. Track record of artist leading the programme
    - Professional qualification (minimum of diploma in a relevant art form)
    - Industry experience (practicing as an artist, i.e. held public exhibition or performances)
    - Relevant experience in working with the community / social sector

3. Capacity and commitment to execute proposed project
    - Does the applicant(s) have a clear and sound plan to execute the project? (e.g. involvement of partners, volunteers and resources)
    - Does the applicant(s) have the necessary experience to execute the project? (i.e. artistic expertise, project management)

Section 4: If you are awarded the Fund

If your application is successful, you will receive a Letter of Offer within 3 weeks of application, with:

- Terms & Condition of the Fund
- Outcomes as agreed by CDC and applicant

Applications that are not funded will also be made known within the same period.

How will you receive funding?
CDC will reimburse after the completion of the programme and submission of programme evaluation report and statement of accounts.

What are you expected to deliver?
If you are successful, you will be expected to achieve the plan you have articulated in your proposal.

When you have completed your project, you will be required to submit the following within 2 months from completion of the project

- Programme Evaluation report (refer to **Annex B**), and
- Statement of Account (refer to **Annex C**).

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Annex A: Application Form

Please note that you are required to:

a) Fill in the application form and submit at least **8 weeks** before the commencement of the project/ programme.

b) All proposals will be assessed and evaluated accordingly and are subjected to approval. Applicants may be called for an interview.

c) Submission of application will be to the relevant Community Development Council (CDCs) officer in your district[3]:

Central Singapore CDC	Pang Wen Hao - PANG_Wen_Hao@pa.gov.sg Wee Peng Yu - WEE_Peng_Yu@pa.gov.sg
North East CDC	Edna Phua - Edna_PHUA@pa.gov.sg Kenneth Tan - Kenneth_ZX_TAN@pa.gov.sg
North West CDC	Brandon Oh - Brandon_OH@pa.gov.sg
South East CDC	Kenneth Poh - Kenneth_POH@pa.gov.sg Soh Chye Horng - SOH_Chye_Horng@pa.gov.sg
South West CDC	Joan Lai – Joan_Lai@pa.gov.sg

1. CONTACT DETAILS (To be completed by SSA)	
Name of Organisation:	
Name of Organisation's branch:	
Name of Applicant or Organisation Representative:	
Address:	
Contact Number:	
Email Address:	

[3] To check which CDC serves the district a SSA is based in, please refer to "My District Locator" at the bottom of the page: http://cdc.org.sg

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2. PROJECT/ PROGRAMME DETAILS (To be completed by SSA)	
Project/Programme Title:	
Name of Artist / Arts Organisation: *Please include a brief description and attach artist CV.*	
No. of Sessions/Frequency:	
Start & End Date:	
Time:	
Venue:	
No. of Participating Beneficiaries:	
Projected number of volunteers involved (if applicable) *Please briefly describe volunteers' role in the project*	
Please indicate beneficiaries' profile: *Describe the beneficiaries – age range, mobility, background, languages spoken, any other information.*	Target participants: □ Children / Youth (At-risk) □ Persons with Disability □ Senior Citizens □ Others: _____
3. BRIEF DESCRIPTION OF PROJECT/ PROGRAMME (To be completed by Artist)	
Introduction and background of the project/programme: *Describe the activity – what will the artist and*	

participants be doing in this programme?	
What does this programme hope to achieve for the beneficiaries/SSA:	

4. PROPOSED BUDGET (To be completed by SSA)

Have you applied for funding for this project from other sources? **Yes / No**
Have you received funding for this project from other sources? **Yes / No**

If you answered Yes to either question above, please include this in budget below and indicate if your other funding sources are pending or confirmed.

Income (if any)	**Amount ($)**	**Remarks (if any)**
(E.g. donations, sponsorships, etc.)		
Expenditure	**Amount ($)**	**Remarks (if any)**
(E.g. Artist Fee, Material Costs, etc)		
Final Deficit Amount		

5. ARTIST DECLARATION (To be completed by Artist)

The following segment requires the artist conducting the project to acknowledge the following:

- ☐ The Artist is a Singapore Citizen / Permanent Resident of Singapore.
- ☐ The project does not involve the performance or facilitation of any obscene, vulgar or indecent acts which may offend or denigrate any race or religion.
- ☐ The Artist will comply with all applicable laws and regulations and, where necessary, obtain all the necessary copyrights and such other relevant consents for materials used in the project. The People's Association, Community Development Council or Social Service Agency will not be liable for any copyright infringement.

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Have you received funding support for other projects under WeCare Arts Fund for Financial Year 2019 (1 April 2019 to 31 March 2020)? **Yes / No**

If yes, please indicate the number of project funded under WeCare Arts Fund. _____

Artist Initial: _____ Date: _____

Submitted by:

Name / Signature: _____ Date: _____

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Annex B: Programme Evaluation Report

Please note that you are required to:

a) Send the soft copy of this completed evaluation report and statement of accounts via email and hard copy, duly signed by Centre Director/ Head within **2 months** of completion to the respective CDC manager in-charge of WeCare Arts Fund.

b) Submission of report to the relevant Community Development Council (CDCs) officer in your district:

Central Singapore CDC	Pang Wen Hao - PANG_Wen_Hao@pa.gov.sg Wee Peng Yu - WEE_Peng_Yu@pa.gov.sg
North East CDC	Edna Phua - Edna_PHUA@pa.gov.sg Kenneth Tan - Kenneth_ZX_TAN@pa.gov.sg
North West CDC	Brandon Oh - Brandon_OH@pa.gov.sg
South East CDC	Kenneth Poh - Kenneth_POH@pa.gov.sg Soh Chye Horng - SOH_Chye_Horng@pa.gov.sg
South West CDC	Joan Lai – Joan_Lai@pa.gov.sg

Please note that we reserve the right to withhold or reduce the funding approved in the event of failure to submit the evaluation report without official reasons within **2 months**.

1. Project/Programme Details	
Project/ Programme Title:	
Name of Organisation:	
Name of Artist / Arts organisation:	
Start & End Date:	
No. of Sessions:	
Project Duration:	
Time:	
Venue:	

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No of Volunteers involved (if any):	*Please indicate profile and total no. of volunteers.*
Beneficiaries Data:	*Please indicate profile and total no. of beneficiaries.* □ Children / Youth (At-risk) □ Persons with Disability □ Senior Citizens □ Others: _____
2. Project/Programme Outcome	
Achieved outcomes and objectives:	*What were the desired outcomes of the project? Were they fulfilled? How?*
Details of Press/ Media coverage, if any:	*Attach video clip or newspaper article where available*
Publicity , if any:	*Attach copies of publicity materials*
Partners/ Sponsor/ Others:	
Future or follow-up plans, if any:	

Challenges and learning points:	

3. Project/Programme Feedback

- **Please note that NAC or the CDC may contact you for more information on feedback, where needed.**
- **The guiding questions are to assist with soliciting feedback. Please feel free to include any other verbal feedback or quotes from participants / SSA staff.**

Participants' feedback:

What did you enjoy most from this programme? Why?

Did you learn any new skills? What were they?

Why do you like participating in arts activities?

SSA staff feedback:

Through this programme, did you learn anything new about your beneficiaries?

In the course of the programme, did you notice any change in your beneficiaries? Cite an example, if possible.

Why did you decide to use the arts in engaging beneficiaries?

How did the involvement of an artist/arts group bring a different perspective to the engagement process, if any?

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Annex C: Statement of Accounts

INCOME	AMOUNT ($)	REMARKS
Total		
EXPENDITURE	**AMOUNT ($)**	**REMARKS**
Total		
Final Deficit Amount		

The above report is prepared by: Name:	**The above report is certified correct by:** Name:
Designation:	Designation:
Date:	Date: