

Visual Artist and Craft Maker Awards 2026-27

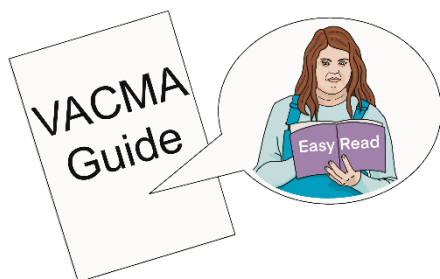
Easy Read Guidance



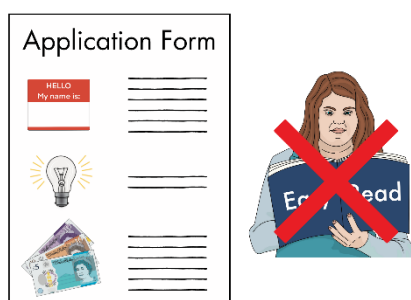
Part B – VACMA Application Questions



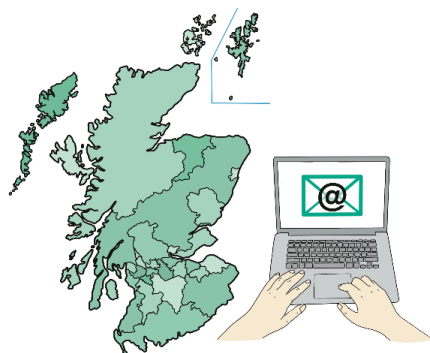
About this document



This is an Easy Read guide to the VACMA application questions.



The VACMA application form is not in Easy Read, so we have made this guide to help.



This is **not** the VACMA application form. You must use the application form for your local scheme.

You can find your local scheme here: [Visual Arts and Craft Makers Awards](#)



Remember you can ask for help.

Part A tells you how to get access help from Creative Scotland.

What we will ask

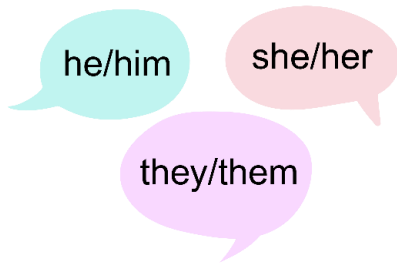
About You

At the start of the form we will ask for:

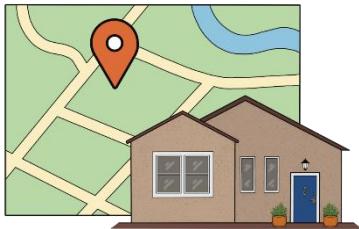


- Your **legal name**. This is your name on your passport or ID.
- Your **preferred name**. This is the name you like to be called, if it is not the same as the name on your ID.





- Your **pronouns**. For example: she, he, or they.



- Your address.



- Your postcode.



- Your telephone number.



- Your email address.



- Your website, if you have one.

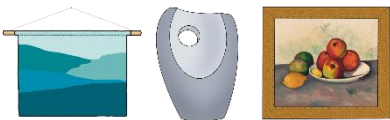
Application questions

1. What is your primary artform (please select):

- Craft
- Visual Art

What it means:

Tell us what kind of work you make.



Craft means making art that often uses traditional skills and materials, like sewing, pottery, or weaving.



Visual Art means art you can look at, like paintings, drawings, film, photography or sculpture.

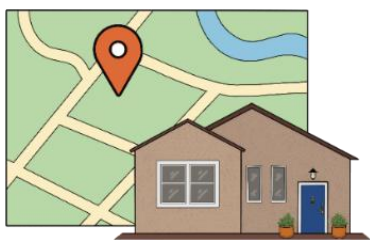
2. Which of the following statements apply to you:

(please select):

I live in [name of Local Authority area] / I maintain a studio space in [name of Local Authority area]

What it means:

Tell us if you:



- **live** in the area of your local VACMA scheme, or



- **have a studio** space there where you make your work

3. If applicable, please provide the address of your studio.



What it means:

If you use a studio in the local area, tell us where it is.



blank

If you do not have a studio, you can leave this blank.

4. What level of bursary are you applying for?

Please select:

- £500
- £1000



What it means:

Tell us how much money you are asking for. You can apply for

£500



- 5 hundred pounds

£1000

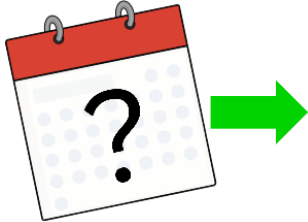


- 1 thousand pounds



Choose the amount that best suits the activity you want to do.

5. When will your project start?



What it means:

Tell us the date your activity will begin.

6. When will your project end?



What it means:

Tell us the date your when your activity will finish.

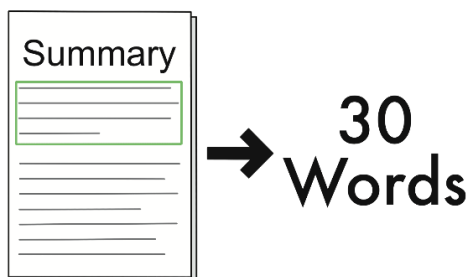
7. Please provide a short summary of your proposed activity. Maximum 30 words.

We may use this text for marketing and communications purposes if you are successful.



What it means:

Tell us what you plan to do with the VACMA bursary.



This should be short. Do not write more than 30 words.

You can tell us more about your project later in the form.



If you get the VACMA grant, we might use what you wrote to tell people about your project.

8. Tell us about your creative practice.

Maximum 250 words.

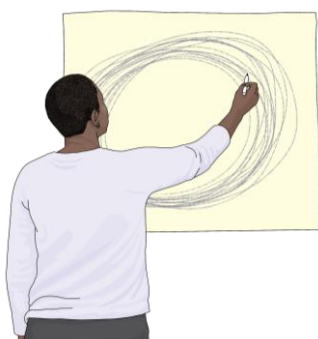
What kind of work do you make and how do you make it? Does your work explore any specific themes or concerns?



What it means:

Tell us about the art or craft that you make.

You should tell us:



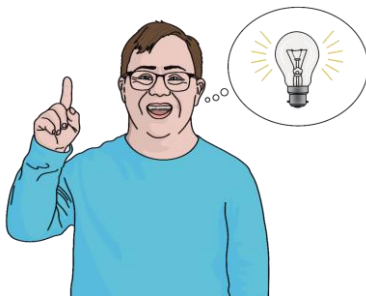
- What kind of work you make.



- Why you make your work.



- How you make your work.



- Any themes or ideas that you are interested in.



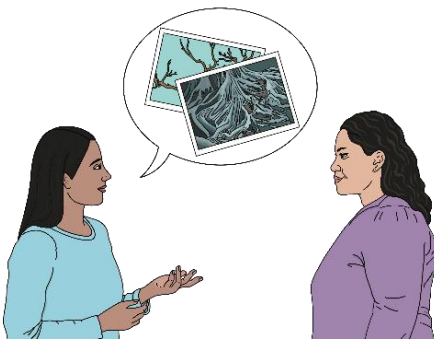
→ **250
Words**

You can write up to 250 words.

9. What activity will bursary the support?

Maximum 300 words

If successful, how will you spend the funds. Try to be as specific as possible.



What it means:

Tell us exactly how you would use the bursary.

Try to give us as much detail as you can.

A graphic of a document with the word "Question" at the top and several horizontal lines for writing.

→ **300
Words**

You can write up to 300 words.

10. How will the bursary contribute to your creative and professional development?

Maximum 300 words

How does the proposed activity build on your work to date, and what difference will it make to your visual arts or craft practice?



What it means:

Tell us how this activity will help you grow as an artist or maker.

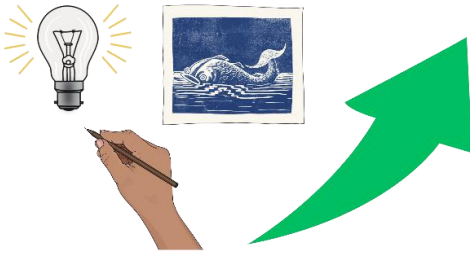


You could tell us:

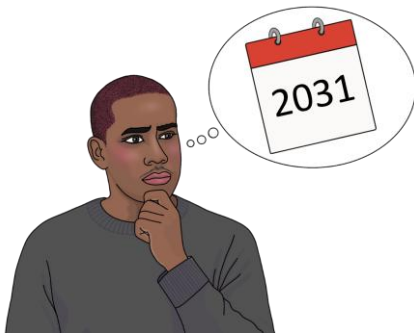
- What new skills you will learn.



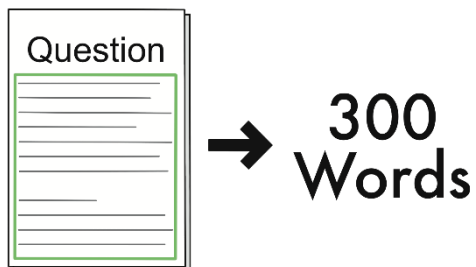
- How your work will change or get better.



- How this builds on what you have done before.



- What difference it will make to your work in the future.



You can write up to 300 words.

11. Please provide a brief timeline for your project and tell us about how you will manage any risks.

Maximum 200 words

Outline the key stages of your project and explain how you will deal with any risks you've identified. You can use bullet points in this section.



What it means:

Tell us the main steps of your project.



Tell us about any problems that might happen. Tell us how you would deal with these problems.

My Plan

- _____
- _____
- _____
- _____

You can use bullet points to make it clear.

Question

→ **200
Words**

You can write up to 200 words.

12. If your proposal has a public element, tell us who you are aiming to reach and how you will make sure it is accessible?

Maximum 200 words.

Please note that there is no expectation for projects to have a public outcome.



What it means:

Tell us if your activity will involve the public. For example, if people will come to look at your work.



If your activity will involve the public, tell us:

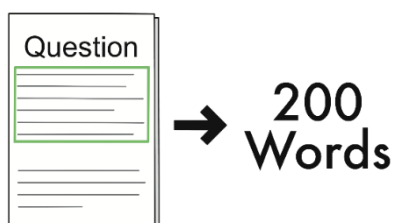
- how people will find out about it.



- How you will make it accessible and welcoming.



You do not have to involve the public in your activity.



You can write up to 200 words.

13. Would you like to make the panel aware of any barriers that have limited your ability to develop and progress your practice?

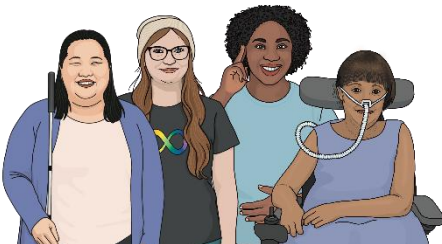
Maximum 200 words

What it means:

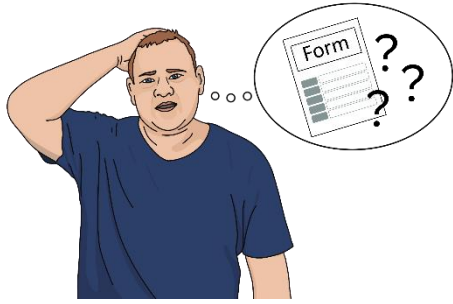


You can tell us about anything that has made it harder for you to grow your creative work.

For example:



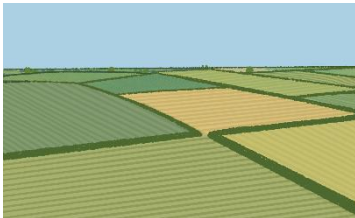
- You are disabled or neurodivergent and need more rest or support.



- You find it hard to fill in forms or apply for things.



- You do not have much money to spend on your art.



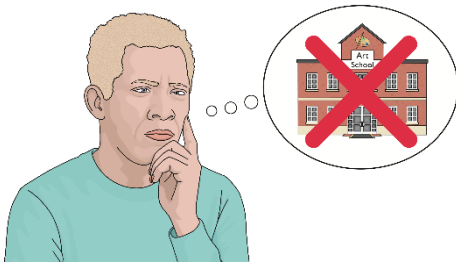
- You live far away from towns or cities.



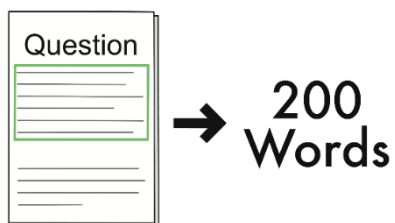
- You have to look after someone else.



- You do not feel welcome or included in art spaces.



- You have not had access to training or chances to show your work.



You can write up to 200 words.

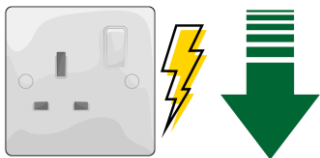
14. Tell us how you will reduce the environmental impact of your proposed activity and/or how you are responding to the causes and impact of climate change through your practice.

Maximum 200 words



What it means:

How will you make your activity better for the environment?



For example, you might try to:

- use less energy



- create less waste



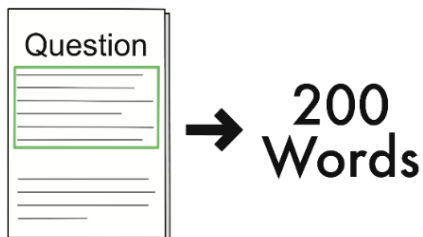
- reuse or recycle materials



- travel in a greener way



You can also tell us if your creative work is about climate change.



You can write up to 200 words.

15. Have you received funding through VACMA or any other Creative Scotland funding programmes in the last 3 years?

Please select: Yes/No

If yes, please tell us the name of the fund and the year it was awarded.



What it means:

Tell us if you have had money from Creative Scotland in the last 3 years.



If the answer is yes, tell us:

- The name of the fund. For example, the Open Fund for Individuals.
- The year you got it.



16. Are you awaiting a decision from any other Creative Scotland funding programmes?

Please select: Yes/No

If yes, please tell us the name of the funding programme.



What it means:

Tell us if you already applied for money from Creative Scotland, and are still waiting to hear back.



If your answer is yes, please tell us the name of the fund.

17. What is the total cost of your project (not including personal access costs)? This should be at least the bursary amount.



total cost

What it means:

Tell us the whole amount of money your activity will cost.



VACMA



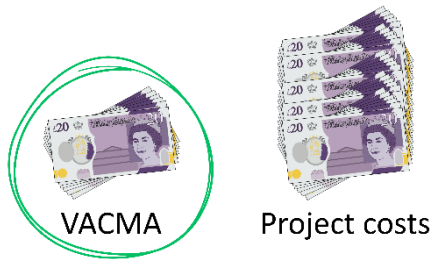
Project costs

It should cost at least as much as the bursary you are applying for.



Do not include your Personal Access Costs in this amount.

18. If your project is reliant on any other income, tell us where this income will come from and whether it is confirmed.



What it means:

If the bursary will not cover all of your costs, tell us:



- Where the rest of the money will come from. For example:
 - your own money
 - another bursary
 - help from an organisation



- If you know you will definitely get the money.

19. Do you require support with Personal Access Costs?

Please select: Yes/No



What this means:

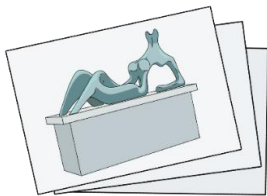
Tell us if you need money for your own access costs.



If you do need money for your access costs, tell us how much you need and what you need it for.

18. Please list your examples of work in the table below:

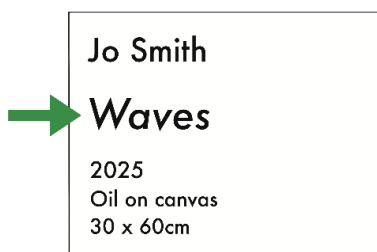
	Description of artwork e.g. title, medium, dimensions, location	Year it was made/presented
1		
2		
3		
4		
5		
6		



6

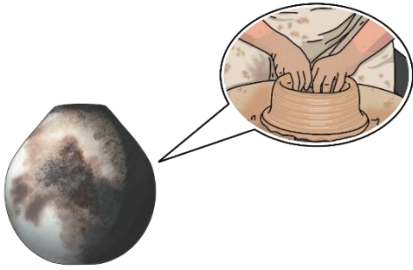
What it means:

You must send in 6 photos of your work.

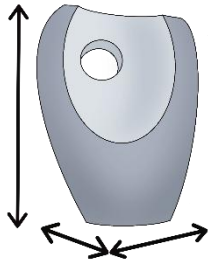


For each artwork, you should tell us:

- What the work is called.



- How you made it. And what materials you made it with.



- How big it is.



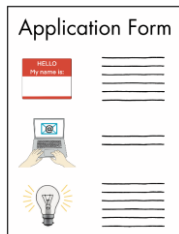
- Where you have shown it.



- What year you made it.

Remember

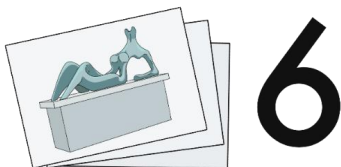
Before you send your application, make sure you include:



- Your completed application form.



- Your CV.



- 6 examples of your work.



- An Equalities Monitoring Form.



Good luck with your application!