

The Arts Society Nerja

Community Arts Projects Policy

Introduction

The policy formalises the custom and practice of adopting and supporting community projects through investing TASN surplus funds and members' time and expertise. The policy helps to enhance transparency and accountability by making more explicit a process on how TASN will select, monitor and evaluate community projects building on our experience.

During 2024/25 community projects that have been supported are:

- Annual Music Competition for Young Talent on piano, wind or string instruments first run in 2022 and
- Flamenco Dancing for children in conjunction with Colegio La Gloria Primary School in Vélez Málaga

Both projects have benefited from a continuing financial support over a number of years. In September 2025, at The Arts Society AGM in London, TASN received the International Award for Volunteering (value £500) which was sponsored by the Marsh Family Charitable Trust.

The Arts Society Nerja (TASN) deploys its surplus funds on Community Arts Projects. TASN aims to fund projects that undertake innovative work, rather than simply supporting existing initiatives.

Community Arts Projects should encapsulate a blend of the following objectives:

1. **Community Impact:** Projects should create a meaningful and lasting impact on the communities of place/interest/identity, they serve, offering new solutions to persistent issues and empowering individuals or groups who need support;
2. **Inclusivity and Accessibility:** Initiatives should be inclusive, ensuring that people from diverse backgrounds, especially marginalised and underrepresented groups, have access to support and opportunities;
3. **Innovation and Creativity:** Projects should encourage innovative and creative approaches to addressing social challenges, inspiring fresh thinking and offering new ways of overcoming barriers.
4. **Collaboration and Partnerships:** Projects should actively work in partnership with other organisations, initiatives and organisations maximising their reach and impact through shared resources and efforts.

5. **Measurable Outcomes:** Funded projects should have clear, measurable outcomes to assess their effectiveness, track progress, and demonstrate the impact they are making on the community or target group.
6. **Artistic Development and Healing:** Projects that use art as a tool for personal growth and healing should aim to develop skills, boost confidence, and encourage self-expression. Art should be used as a way to help people heal emotionally, express themselves creatively, and foster a sense of enjoyment.
7. **Support for Vulnerable Populations:** Focus on projects that support vulnerable groups, such as children, young people, and adults who are at risk or facing adversity. Whether it's through skill-building, emotional support, or creative expression, the goal is to help those who are marginalised or struggling in difficult circumstances.

By focusing on Community Arts Projects that combine a blend of some of the objectives above, TASN seeks to make a positive impact on the lives of individuals and communities, through The Arts.

NOTE: The Society encourages potential applicants to engage with our Committee Members prior to making an application to elicit if and when funding might be available.

Article 1. Purpose

This policy establishes a clear, consistent, and transparent process for approving, monitoring and evaluating community projects for initial and continuing funding by The Arts Society Nerja.

Article 2. Authority

It is adopted by the Committee under the powers conferred by the Statutes. This policy confers authority to the Committee to allocate funds in response to proposals for new and continuing Community Projects. The Treasurer will disburse funding to approved projects included within the budget for Community Projects adopted at a General Meeting.

Article 3. Objectives

Align with Society's mission to promote the arts and culture in Málaga province and support educational and artistic community projects.

Article 4. Eligibility Criteria

1. Eligible projects should normally:
 - a. be Sponsored by a not for profit organisation;
 - b. be Local to the Málaga province;
 - c. be Aligned with the Society's aims and objectives for Community Arts Projects

listed above

2. TASN does not fund:
 - a. Private businesses;
 - b. Not for profit organisations who are already comfortably funded and/or with significant carry forward of cash reserves or continuing funding commitments;
 - c. Proposals for Community Arts Projects that are not in step with the goals of The Arts Society Nerja.

Article 5. Proposal Process

An applicant should propose a project using our Application Form. This form should be completed and then forwarded to the Secretary of TASN. (see blank Application Form overleaf)

Article 6. Proposal Content

Applicant prepares written proposal to include: (Fill in the application form)

1. what the organisation/project seeks funding for;
2. the amount of funding sought with details of what this would fund;
3. the additional activity the potential grant would facilitate;
4. if an established organisation, a copy of the organisation's or initiative's annual accounts clarifying cash in hand and external donors and a bank account statement for the month preceding the application and
5. clarification of which or our aims and objectives this proposal would meet.

Article 7. Committee Review

1. The Committee assesses submitted proposals by examining the Application Form submitted applying these evaluation criteria:
 - a. Artistic and/or educational merit
 - b. Financial transparency
 - c. Impact and reach
 - d. Alignment with the Society's aims and objectives for Community Arts Projects
2. The Committee may decide to:
 - a. Approve a new Project or continue an existing project;
 - b. Invite applicants to submit clarification of issues raised by their application with a view to resubmission and
 - c. Turn down a proposal for a new community project or discontinue funding an existing project.
3. The decisions of the Committee of The Arts Society Nerja are final.

Article 8. Approval Process

The approvals process for community projects comprises two stages:

1. The Committee shall examine a new proposal and then those that meet the eligibility criteria may be approved for initial funding by the TASN Committee. .
2. Funding for approved projects will be drawn from the annual budget for Community Projects approved at a General Meeting.

Article 9. Duration of Funding

1. Funding would normally not exceed the period of 12 months in the first instance.
2. In the case of projects operating over an academic or school year, funding may be allocated for 12 months bridging two successive TASN financial years.
3. Further funding beyond the first tranche of funding will be subject to an annual review.

Article 10. Reporting

1. Community Projects must submit end of year reports recording outcomes, progression and the additional service/activity undertaken.
2. Existing community projects seeking further funding should, in addition, make their case for continued funding in the next 1 January - 31 December financial year.
3. In both cases the Project or Event Reporting Form overleaf must be submitted to the TASN Secretary by 1 October
4. These reports will be shared with Committee Members and details of results may be shared with members at the General Meeting and/or in TASN newsletters.

Article 11. Discontinuation of funding

TASN reserves the right to discontinue funding projects:

1. Which significantly underperform and/or
2. Which do not submit an annual report recording outcomes, progression and the funded additional service/activity undertaken.

Adopted by the Arts Society Nerja's Committee on 25 September 2025. This policy will be reviewed by the Committee at least every five years, or sooner if legislative or organisational changes require.

APPLICATION FORM FOR COMMUNITY ARTS PROJECT FUNDING

SECTION A: ORGANISATION DETAILS

1. Name of Organisation: _____

2. Type of Organisation: _____

☐ Non-Profit Organisation ☐ Community Group ☐ School

☐ Other (specify): _____

3. Registration Number (if applicable): _____

4. Address: _____

5. Contact Name: _____

6. Position/Role: _____

7. Telephone/Mobile: _____

Email: _____

8. **Website or Social Media (if any): _____

SECTION B: PROJECT OVERVIEW

9. Title of Project: _____

10. Brief Description of the Project (max 150 words): _____

11. Project Start Date: _____ End Date: _____

12. Location of Project (must be in Málaga Province): _____

SECTION C: FUNDING REQUEST

13. Amount of Funding Requested from TASN: € _____

14. Breakdown of How the Funding Will Be Spent:

- Item/Service 1: € _____

- Item/Service 2: € _____

- Item/Service 3: € _____

- Other: € _____

(Attach additional sheet if needed)

15. Total Project Budget (all sources): € _____

16. Other Sources of Funding (secured or pending):

Source: _____ Amount: € _____ ☐ Secured ☐ Pending

Source: _____ Amount: € _____ ☐ Secured ☐ Pending

Source: _____ Amount: € _____ ☐ Secured ☐ Pending

SECTION D: IMPACT AND ALIGNMENT WITH TASN OBJECTIVES

17. Which of TASN's key aims does this project address?

(Tick all that apply):

☐ Community Impact ☐ Inclusivity and Accessibility

☐ Innovation and Creativity ☐ Collaboration and Partnerships

☐ Measurable Outcomes ☐ Artistic Development and Healing

☐ Support for Vulnerable Populations

18. How will the project make a measurable and lasting impact?

19. How will you evaluate and report the outcomes?

SECTION E: SUPPORTING DOCUMENTS

Please include the following:

☐ Latest Annual Accounts (if applicable)

☐ Most recent Bank Statement

☐ Letters of Support / References (optional)

☐ Any other relevant supporting material (photos, flyers, etc.)

SECTION F: DECLARATION

I confirm that the information provided is true and complete.

I understand that if funding is approved, a report on project outcomes will be required by 1 October.

Signed: _____ Name: _____

Date: _____ Position: _____

Email this completed application and any supporting information and supporting to Secretary of The Arts Society Nerja: digital.nerja@theartssociety.org

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The Arts Society Nerja (TASN) PROJECT / EVENT REPORTING FORM

SECTION A: PROJECT DETAILS

1. Name of Organisation:

2. Title of Funded Project:

3. Reporting Period: From _____ To _____

4. TASN Funding Received: € _____

SECTION B: PROJECT OUTCOMES

5. Summary of Activities Undertaken:

(Describe what was achieved with the funding)

6. Number of People Reached / Benefited:

- Children/Young People: _____ - Adults: _____ Total: _____

7. **Measurable Outcomes / Impact:**

(e.g. skills developed, performances held, workshops delivered, testimonials, etc.)

8. How did the project align with TASN's aims and objectives for Community Projects?

(Tick all that apply):

☐ Community Impact ☐ Inclusivity and Accessibility

☐ Innovation and Creativity ☐ Collaboration and Partnerships

☐ Measurable Outcomes ☐ Artistic Development and Healing

☐ Support for Vulnerable Populations

Explain how:

SECTION C: FINANCIAL REPORTING

9. Short Financial Summary of TASN Grant Usage:

| Expense Item

| Amount (€) |

Total	€

10. Attach relevant receipts, invoices, or financial summaries.

SECTION D: SUPPORTING MATERIAL (OPTIONAL BUT ENCOURAGED)

- ☐ Photos / Videos ☐ Testimonials / Quotes
☐ Press Coverage
☐ Flyers / Programmes

SECTION E: CONTINUED FUNDING REQUEST (IF APPLICABLE)

11. Are you applying for continued support in the upcoming year?

- ☐ Yes ☐ No

If yes, explain what further funding would enable:

12. Amount of Continued Funding Requested (if applicable): €

I confirm that the information provided above is accurate and reflects the delivery and impact of the funded project.

Signed: _____ Name: _____
Position: _____

Email this completed report and supporting statistics, pictures, videos, testimonials and financial reports to:

Secretary of The Arts Society Nerja: digital.nerja@theartsociety.org

