

Easy Read

Arts Capital Investment

Funding for arts organisations, buildings and venues in Wales



Cyngor Celfyddydau Cymru
Arts Council of Wales



Noddir gan
Lywodraeth Cymru
Sponsored by
Welsh Government

June 2025

How to use this document



This is an easy read document. You may still need support to read it. Ask someone you know to help you.



Where the document says **we**, this means **Arts Council of Wales**. For more information contact:

Website: www.arts.wales

E-mail: capital@arts.wales

Phone: 03301 242733



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About the Arts Capital Investment Funding



We are working with the Welsh Government to provide funding for arts organisations, buildings and venues.



The funding is for a set amount of time.



The organisation applying must have arts programmes, users and visitors.



Important – You **must** be able to start and finish your project by **5 March 2026**.



You will need to show us what you have spent the money on.

What is a Capital project?



It is about spending money on things like buildings and equipment.



If you need to improve something you already have, you need to show how the money will help. Will it help it to last longer, or be better quality?



For example, if you are buying new lighting, you need to show that it will improve the quality of the venue.



You need to think about the environment and any effects the project will have on it.



You need to think about the effects extra money will have on the project. It will need to make it stronger.

What will the funding support?



We think a lot of people will ask for help from this fund. We won't be able to support everyone.

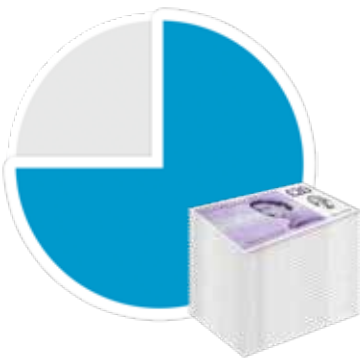


Think about what you will do next, if you don't get the funding. Or if you get less money.

You can apply for 1 of these:



- If you are applying for up to 250 thousand pounds you can apply for 90 in every 100 pounds of the total costs. This is also called 90%.



- If you are applying for over 250 thousand pounds you should apply for 75 in every 100 pounds. This is also called 75%.



You will need to show us how you will pay for the rest of the costs.

Some examples of projects that could be funded are:



- Making improvements to buildings. Especially when it supports your community.



- Money for researching projects.



- Buying new equipment. For example, for improving digital changes.



- Making a place more **accessible**. **Accessible** means something can be used easily by someone, whatever needs they have.



- Making changes that will support the environment.

We will not fund:



- Musical instruments.



- Projects that will require more public money.

How we will make a decision

We will look at 3 areas:



1. Eligibility. This means, your organisation or building must be based in Wales.



We have more info about whether your organisation can apply here: arts.wales/eligibility-organisations



Please note that **Companies Limited by Shares** cannot apply for this funding.



The building must also follow a law called **The Equality Act.**

2. Scheme Priorities - what is important



This means the most important goals within your project.



We will need you to tell us how the project will make your finances more stable.



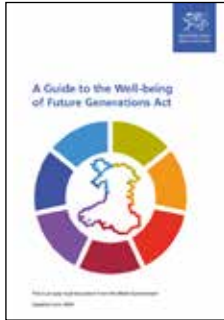
We will need you to tell us how the project will make you more environmentally friendly.



We will need you to tell us how the project will make the building more **accessible**.



We also want to know how the project meets the goals of some important laws and plans in Wales. They are:



- Wellbeing of Future Generations act (The Easy Read version can be found here: www.gov.wales/guide-well-being-future-generations-act-easy-read)



- the First Ministers four priorities for the Welsh Government (link: <https://www.gov.wales/we-have-listened-we-have-learned-and-we-will-deliver-fm-announces-welsh-government-priorities>)



- Welsh Government's priorities for culture. (link: www.gov.wales/draft-priorities-culture-wales-2024-2030)



You can tell us about these things in the Project Proposal document.



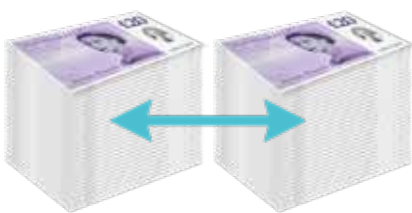
3. Project Quality - Tell us what difference your project will make. For example, to your audience, community or organisation.



Tell us how you will manage your project and any risks.



Tell us how you will complete the project in the time given.



Tell us about any match funding. This is funding from other funders.



You can tell us about these things in the Project Proposal document.

You will also need to tell us about things like:



- Where the project is spread across Wales.



- How the project will be good for the public and the type of art.



- If you have had any other funding like this.

Application Process



You must speak to one of our officers before you apply. Please email us at capital@arts.wales. Tell us a bit about your project.



You will need to apply on our online portal. If you have not used this before you will need to register. You can find out about this here: portal.arts.wales



In the application form describe the project. You can then tell us more information in the Project Proposal Document. We will send you this.



We will also send you a budget form to complete. This will show how you will spend the money.

Who will decide?



There will be a panel of members looking at the application. They will be from the Arts Council of Wales.



Then the Capital Committee will make a decision.



We will let you know if you are getting the funding or not.



You need to apply by **2 July 2025**.



We will most likely decide by the end of August 2025.

Accessibility



If you have any **access or support needs** we can support you with your application.



Please contact our team by email at: access.support@arts.wales



Or through our website: arts.wales/access-support

More about the application



Here is more detailed info about the application form. You may need support with some of this.

The application will ask you things like:



- To complete a checklist before applying.



- Contact information.

- Info and details about the project.



- Type of art.



- Types of activity to be carried out.



- Information about language.



- Where the project will take place.



- Info about equality. This means info about treating people equally and fairly.



- You can add extra information, also called 'attachments'.



- We will ask you to complete **Project Proposal Document**.



- You will need to complete a budget form. There is info on how to do this. The form will add things up for you online.



- You will need 3 quotes from separate suppliers if items cost over £5000.



- We may ask for other info too. Such as info about other funding.



- If you are paying for services over £25000 you will need to complete a tender report. This is information about why you chose that service.



- There are some other rules about the **tender** process. For example, you have to have an **open tender** process. Please speak to us about this for more information.



- We will need to know about any other fees you have to pay out.



- We will need to know about any services you get that you don't have to pay for. For example, from a volunteer, or free use of a building.



- If you are registered for **VAT** (Value Added Tax) you need to write on your budget any **VAT** that you cannot claim back.



- If you are not registered for **VAT**, still include it on your project budget.



- Think about any money the project needs. This means money you put aside for emergencies.



- You also need to tell us about any other costs.



- We will need to know about all money the project has coming in. For example, from other funders, or money the project has earned.



If you want to apply, the capital team can give you an application form. Please contact us with basic details of your project. Include:

- What the project will do.
- How much it will costs.
- How much you will apply for.

Our contact details



Email: capital@arts.wales



Phone: 03301 242733

You can phone between 9am and 4pm
Monday to Friday



Twitter/X: [@Arts_Wales](https://twitter.com/Arts_Wales)



Website: arts.wales