

# Cockayne Grants for the Arts

Fund guidelines

# Fund guidelines

## About Cockayne

Cockayne is a private foundation based in San Francisco and one of the successor foundations of Columbia Foundation, a ground-breaking philanthropic foundation founded along enlightened principles in 1940 by Madeleine Haas Russell, mother of the current President of Cockayne and her brother, William Haas. True to Madeleine Haas Russell's belief that young people can best discern the priorities of their time, in 2013 Columbia Foundation's assets were divided between three successor family foundations designed to involve the next generations in giving. Cockayne is committed to carrying forward Columbia Foundation's commitment to make a difference for the good with special focus on how this is achievable in the arts.

Cockayne – Grants for the Arts is a donor-advised fund of The London Community Foundation.

## Guidelines

The goal is to support art as a way of enriching life experience.

Grant making is focused on arts projects in London that provide opportunities to artists from diverse cultures for the creation, development, performance, or exhibition in the performing (music, opera, dance, theatre) literary, or visual arts.

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## Current priorities are:

1. New work or ground-breaking re-interpretations of classic repertoire that demonstrate the potential: for artistic excellence, to reach large and diverse audiences, and/or to make a significant, new contribution to the art form.
2. Art that is experimental, risk-taking, and/or engages controversial issues.
3. Projects that involve young artists.
4. Arts-related library, literacy and archiving projects

**Please note:** Arts projects that are primarily focused on social/political advocacy, community arts and arts-education programmes are not a funding priority of Cockayne - Grants for the Arts. We do not fund digital arts projects or films, including the filming of productions. **Please do not apply if your project falls into one of these categories.**

## Grant size

- Average grants range from £1,000 to £25,000, with a few exceptional projects being considered at a higher level.
- Applicants should not apply for more than 20% of their overall project budget and must demonstrate clearly how additional funds for the project are to be raised.
- Capital campaigns are also considered when improvement of the home of an arts organisation is its highest priority. Capital-campaign grants tend to be considered in the same range as programme grants.
- Multi-year grant applications are not encouraged and are considered only very occasionally.

## Geographic priority

Cockayne - Grants for the Arts is open to UK arts organisations delivering proposed work in London.

## Not for profit status requirement

Cockayne – Grants for the Arts only considers applications from organisations which are registered charities. Cockayne – Grants for the Arts does not consider letters of inquiry from for-profit organisations or from individuals.

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## Annual deadline for applications

Monday 16<sup>th</sup> December 2019 at 12 noon, submitted via an online application

Please note that applications submitted by the deadline of 12 noon on December 16<sup>th</sup> 2019 should be for projects scheduled to begin no sooner than the following July. Please see the instructions below on how to submit your online application.

## Cockayne Grants for the Arts initiated grants

Cockayne – Grants for the Arts uses a portion of its resources to fund in fields of interest not currently emphasized in its guidelines. These grants may grow into formal parts of the foundation's program in the future or they may be single, one-time grants. Because these grants are initiated by members of the foundation's board of directors or staff, **unsolicited letters of inquiry for programmes outside of the foundation's current guidelines are not considered.**

## Screening procedures

Cockayne – Grants for the Arts receives many more applications than it can fund each year. Although many applications merit support and fall within guidelines, Cockayne - Grants for the Arts is able to fund only a proportion of the projects submitted. A four-stage review process follows the Cockayne – Grants for the Arts programme application deadline:

1. staff review of applications
2. review and discussion by Cockayne Board and arts committee
3. staff discussions with the Cockayne Board; and
4. Cockayne – Grants for the Arts final decisions by The London Community Foundation (LCF) approximately four months after the programme deadline, with grant decisions being announced publicly in late May.

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## Review of applications

The following questions are also among those considered when reviewing an application for a grant:

1. Benefit – Will the project help the applicant/organisation grow artistically/organisationally?
2. Leadership – Who are the project leaders? Success is largely due to the competence, creativity, experience, dedication, and energy of the leaders of the organisations/projects.
3. Cost – What is the cost of the project? Is it sustainable and reasonable in relationship to the overall budget and promised benefits/outcomes?
4. Time frame – Is it realistic and achievable?
5. Likelihood of success – are objectives sustainable? What is the probability that the project will be achieved as described?
6. Urgency – Is the issue urgent, requiring attention on a timely basis; are there special conditions now that increase/decrease the likelihood of success?
7. Need – Does the applicant organisation need Cockayne – Grants for the Arts funding, or is it probable it could secure funding elsewhere?

## Reporting requirements

All grantees of Cockayne – Grants for the Arts must provide a report detailing the progress and results of their program as described in their grant proposal. Cockayne is most interested in learning what a grantee thinks is the impact and artistic/ public benefit to date and how the grantee ascertains the results. These reports must provide the following:

1. Narrative summary of the progress that the grantee has made towards achieving the purposes for which the grant was made, which should specifically address the goals, methods/strategies, and evaluation/assessment plan outlined in grantee's original proposal to Cockayne – Grants for the Arts, and any changes thereto.
2. Two copies of any publications or products resulting from the grant e.g. books, exhibition catalogues, performance programmes, music or video recordings.
3. Statement of grantee's compliance with the terms of the grant.
4. Separate financial report for the project showing a comparison between budgeted income and expenses, and actual income by source (list each foundation grant and amount separately) and actual expenses.
5. Separate financial report for the grantee's entire organisation for the current and previous fiscal year, showing a comparison between budgeted income and expenses, and actual income by source (list each foundation grant and amount separately) and actual expenses.
6. For multi-year grants:
  - a. Project and organisational budget for the upcoming fiscal year.
  - b. Summary of funds secured and pending (list each foundation grant and amount separately) for the upcoming fiscal year, including time period covered, for the project and organisation respectively.

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- c. Narrative description of the project or program plans for the upcoming fiscal year.
7. The London Community Foundation would also like you to provide information regarding
    - a. How many people benefitted from the funded work?
    - b. Where the majority of the beneficiaries were (region/borough/town)?
    - c. How the grant impacted your organisation? Did it help leverage any additional funds?

Reports should be forwarded by email to [monitoring@londoncf.org.uk](mailto:monitoring@londoncf.org.uk) and cc'd to Jo Hedley, Executive Director of Cockayne, at [cockayne100@gmail.com](mailto:cockayne100@gmail.com). Any publications/ products resulting from the grant and any additional information requested in hard copy should be sent by post to The London Community Foundation, Unit 1.04, Piano House, 9 Brighton Terrace, London SW9 8DJ

## Application instructions

### How do you apply for a grant?

To apply to Cockayne – Grants for the Arts, you will need to complete an online application form.

Please click here to access the form: [Cockayne – Grants for the Arts Online Application Form](#)

Please read the instructions carefully, tick to say if you agree and have understood, enter your e-mail address and click on the "Send e-mail and continue".

Once you have done this you will be sent an e-mail with a link to your unique online application form. You should receive the email within a couple of minutes (please check your junk mail folder).

Full guidelines on using our online application form are available on The London Community Foundation's website.

Full details about the Fund are also available on The London Community Foundation's website.

If you do not have internet access, please contact The London Community Foundation on 020 7582 5117.

Please note: as Cockayne is based in the U.S.A., **grant requests, including all budget information, must be made in British pounds and U.S. dollars.**

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## Supporting Documents

You also need to upload and submit all of your supporting documents to The London Community Foundation by the deadline. We regret we are unable to consider incomplete or late applications.

Supporting documents you need to submit are:

- Relevant articles/reports/reviews in support of your organisation and its work (up to 4)
- Project and organisation budget (for personnel, please list each salary as a separate line item)
- A copy of your signed governing document e.g. Memorandum and Articles of Association or Constitution.
- A copy of your most recent signed annual accounts
- For requests for continuing support, please include an update on the programme previously funded by Cockayne – Grants for the Arts and a rationale for continued support

We regret we are unable to consider incomplete or late applications so please ensure you submit everything by the deadline.

## General information

If you do not have internet access, please contact The London Community Foundation on: 020 7582 5117.

## Contact with Cockayne and The London Community Foundation

Cockayne and The London Community Foundation (LCF) welcome emails from applicants to clarify Cockayne – Grants for the Arts programme guidelines and application procedures.

Please contact Jo Hedley, Executive Director of Cockayne, between the months of December and May at [cockayne100@gmail.com](mailto:cockayne100@gmail.com) with all guideline-related questions – please note, enquiries to this email outside of this period will not be answered. For all procedure-related enquiries, please contact The London Community Foundation at [applications@londoncf.org.uk](mailto:applications@londoncf.org.uk) or call 020 7582 5117.

Please note that meetings to discuss applications are initiated and scheduled by Cockayne and The London Community Foundation. If your organisation is a current Cockayne – Grants for the Arts grantee, please contact The London Community Foundation for procedural questions regarding your grant.

**The London  
Community  
Foundation**

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Unit 1.04 Piano House  
9 Brighton Terrace  
London SW9 8DJ  
**T** +44 (0)20 7582 5117  
**F** +44 (0)20 7582 4020  
**E** [info@londoncf.org.uk](mailto:info@londoncf.org.uk)

[londoncf.org.uk](http://londoncf.org.uk)

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