

Visual Artist and Craft Maker Awards 2025-26

Easy Read Guidance



Part A - How to apply for money from VACMA (Visual Artist and Craft Maker Awards)



ALBA | CHRUTHACHAIL



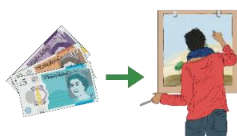
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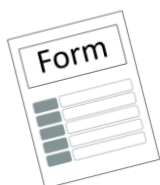
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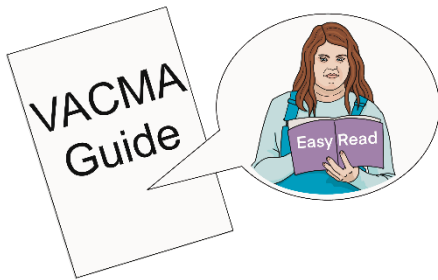


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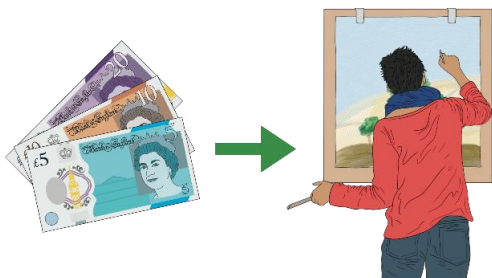


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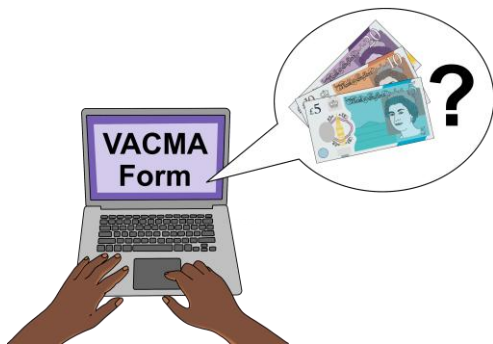
About this guide



This is an Easy Read guide to VACMA grants.



VACMA grants give money to artists and craft makers to help them learn and make work.



This guide explains how to **apply** for VACMA. **Applying** means filling in a form and sending it in to ask for money.



This guide is long for an Easy Read. You do not have to read this guide all at once. You can also ask someone to help you read it.

Help to apply



If you are disabled, Creative Scotland can pay for someone to help you fill out your application. This is called **Access Support**.



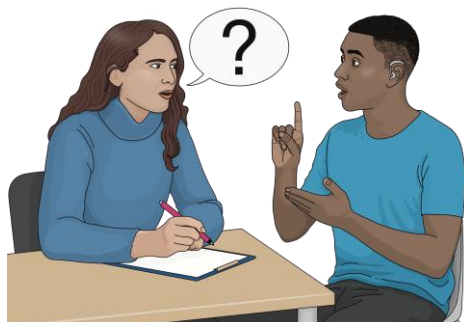
You can ask for Access Support if you are:

- D/deaf or hard of hearing.
- Disabled.
- Living with a long-term illness or mental health condition.
- Neurodivergent (for example: dyslexia, autism, ADHD).



Access Support can pay for someone to help you with your application.

For example, they can:



- Help you understand the questions.
- Write things down for you.
- Help you check your budget.
- Collect the things you need to apply.



How to ask for help:

You should ask for access support at least 4 weeks before the deadline.

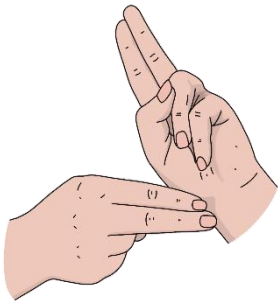


Send an email to:

accesssupportrequests@creativescotland.com

English
Gàidhlig
Scots

If you need information in different formats or languages, email us at **enquiries@creativescotland.com**



If you are D/deaf or use BSL, **Contact Scotland-BSL** can help you to speak to us.

 **Contact Scotland-BSL**



Go to

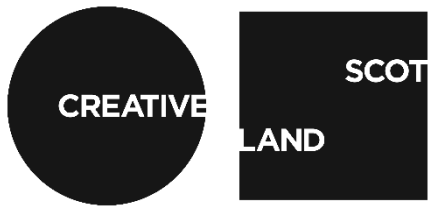
www.contactsotland-bsl.org

for more information.

What is VACMA?

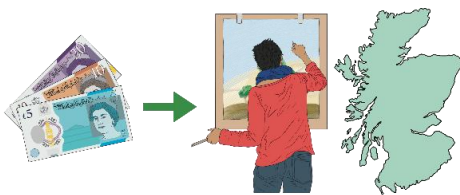


VACMA stands for Visual Artist and Craft Maker Awards.



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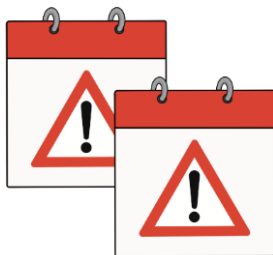
Creative Scotland runs **VACMA** with local partners across Scotland.



VACMA gives small **grants** to artists and craft makers in Scotland.



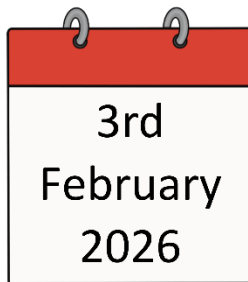
A **grant** is money given to you that you do not have to pay back. It is to help you do a project, or to learn something new, or to create art.



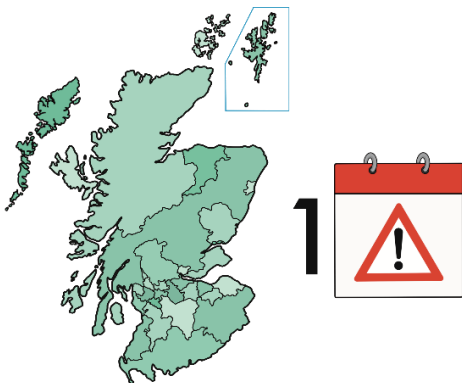
VACMA has two **deadlines**. A **deadline** is the last day you can apply to something.



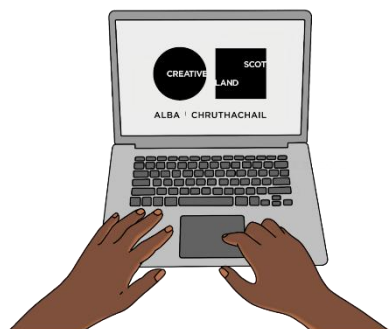
- Autumn deadline: 5pm on **Tuesday 21st October 2025.**



- Winter deadline: 5pm on **Tuesday 3rd February 2026.**



Some VACMA schemes only have 1 deadline. Check with your local scheme before you apply.

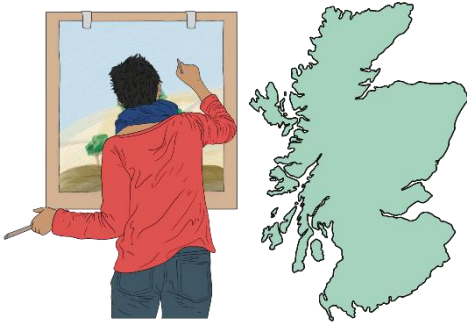


To find your local VACMA partner, visit the Creative Scotland website:

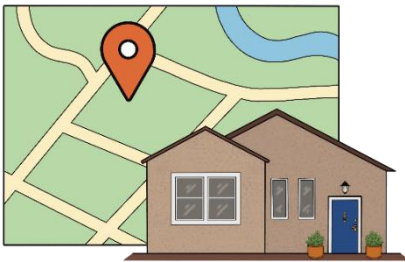
[Visual Arts and Craft Makers Awards.](#)

Check you can apply

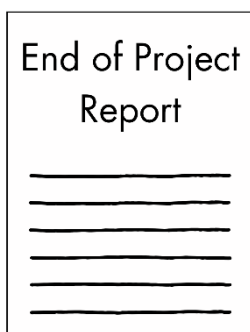
Who **can** apply?



Visual artists and craft makers in Scotland can apply.



You must live or have a studio in the local area you are applying to.



If you have had money from VACMA before, you must finish that project before you apply again. You will also need to send us an End of Project Report for that project.

Who **cannot** apply?

These people cannot apply:



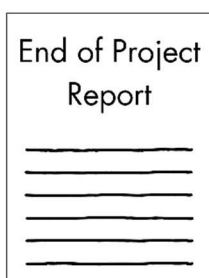
- Full-time students.



- Artists who do not live or have a studio in the local area.



- Artists who do not make visual art or craft. For example, musicians, dancers or actors.



- People who already got VACMA funding before, but who have not sent us their End of Project Report.

More about VACMA

How much money could I get from VACMA?



There are 2 kinds of VACMA grants:

- **£500** for new artists.

This means people who have been working as artists for **up to 3** years.



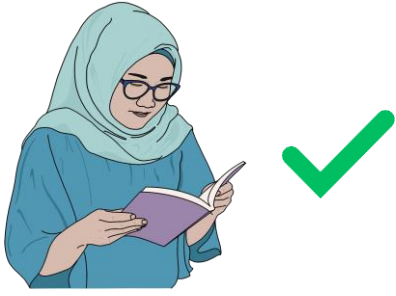
- **£1000** for artists who have been working for **more than 3** years.

What **can** VACMA be used for?

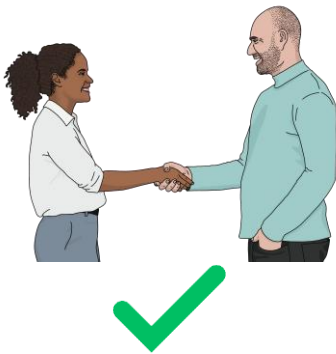


The grants are to help you get better at your art or craft.

You can use a VACMA grant for:



- Training and learning.



- **Mentoring.** **Mentoring** is when someone with more experience helps you to learn and improve your skills. It is like having a coach or a teacher who supports you and gives you advice.



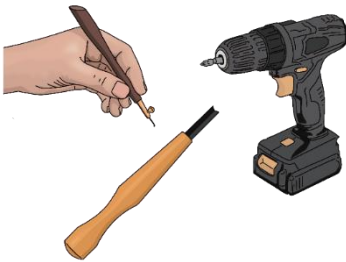
- Testing new ideas and ways of working. This is called **research and development**.



- Trying out eco-friendly materials and designs that are good for the planet.



- **Residencies.** A **residency** means staying somewhere special to help you grow as an artist.



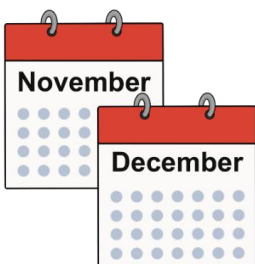
- Buying the tools you need to try new things and improve your art.



- Helping you to make new art for a show.

What can VACMA **not** be used for?

You **cannot** use a VACMA grant for:



- Things that start before you get the grant. Your project should start at least 2 months after the deadline to apply for VACMA.



- School or college, or places where you get a degree or certificate.



- Starting or growing a business



- Projects that are only about advertising your work, or making a new website



- Films. Unless you are a visual artist who makes films.



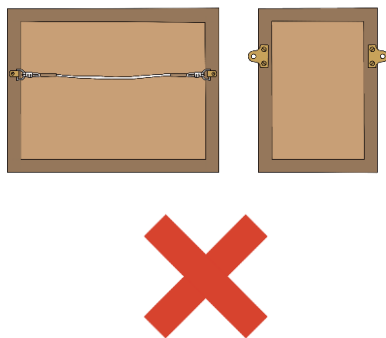
- Community or school projects.



- Graphic design or illustration that does not fit into art or craft.



- Building projects.



- Just framing or presenting work that you have already made. But if you ask for money to make new work, you can also ask for the cost of framing or presenting it.



VACMA gets support from Creative Scotland with money from the National Lottery.



This means you cannot use a VACMA grant with other Creative Scotland grants.

What we are looking for



We are looking for these things:

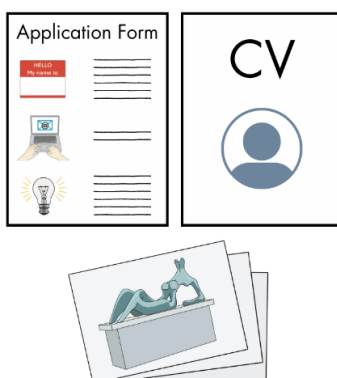
- **Commitment to practice**
- **Creative development**
- **A clear plan**

We explain what these words mean below.



1. Commitment to Practice

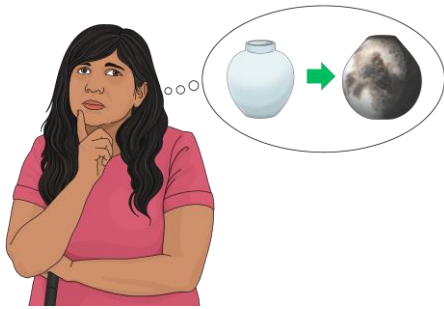
This means that you care about your art or craft and take it seriously. And that you are working to grow and get better.



We will look at what you write in your application, your CV, and photos of your work



Your photos should be clear and good quality.

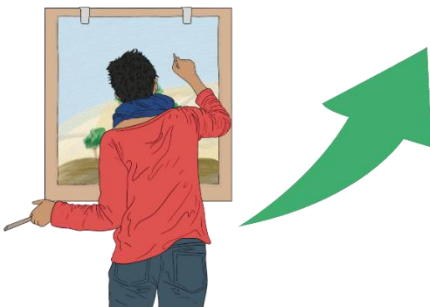


If you are trying a new style, choose pictures that show this.



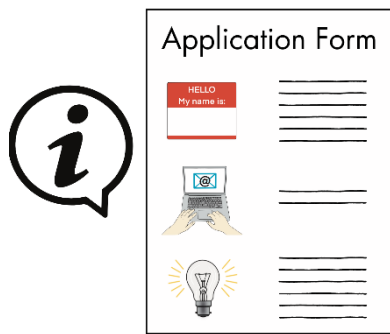
You can get tips from this video:

[CABN | How to photograph your artwork](#)



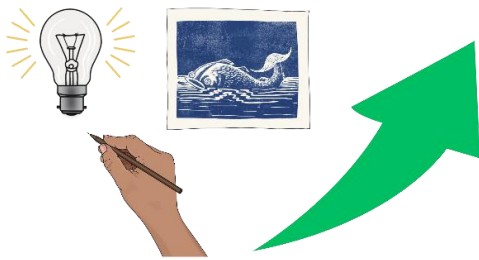
2. Creative Development

This means getting better at your art or craft.



In your application, you should explain:

- What you want to do
- Why you want to do it
- How it will help you learn new things, improve your skills, or try new ideas



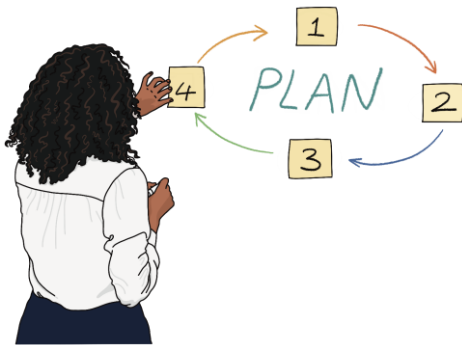
Tell us about the work you have made before and how this project connects to it. We want to understand how this project will help you grow as an artist.



Be clear and give details. For example, if you want to learn from a mentor or take a course, say who it is and why you chose them.

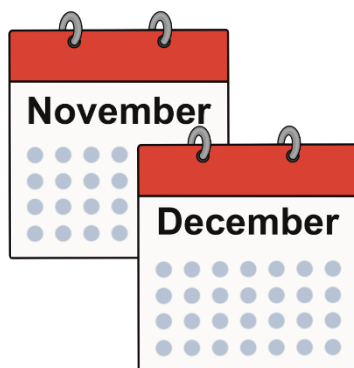


3. A clear project plan:



Tell us clearly what you want to do.

Your plan should be **realistic**. We want to know your plan can really happen based on what you tell us.



You should start your project at least 8 weeks after the deadline.

We cannot give money for things that start before we decide.



Think about any problems that could happen and how you will solve them.

For example, if you want to take a course, check the dates and if there is space.



If you want money for an exhibition or residency, include a letter from the organisation. The letter should say how they will support you.



If you are planning your own exhibition, tell us:

- how you will get people to come
- how you will make sure it is accessible for everyone.

Project costs



You do not need to tell us all the costs for your project.

But make sure you can do your project with the grant money you are asking for.

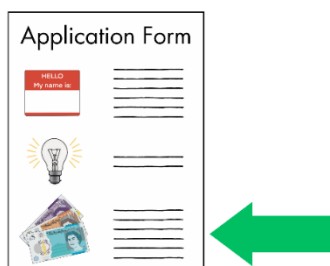


If you are working with other people, pay them fairly. You can find more information on how much to pay people on the Creative Scotland website.

[Rates of Pay Guidance](#)



If the VACMA grant is not enough to pay for your whole project, tell us how you will get the rest of the money.



You can write down any other money or help you are getting in the budget section of the application form.



We want to support fairness and inclusion.

This means we are more likely to give the money to people who have not had a grant before. Or who have not had as many chances to grow their art.

Personal Access Costs

If you are disabled, you can ask for extra money to help with your access needs.

This extra money is called **Personal Access Costs**.



- These costs are added on top of your grant.
- They do not count towards your funding limit
- They will not affect your chances of getting the grant.



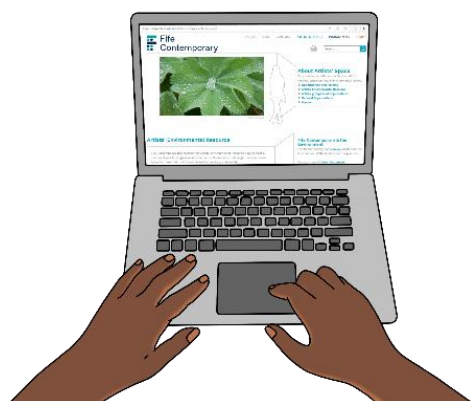


You can find more information in **Part C: Common Questions**.

Thinking about the environment



We also want you to think about the environment. Tell us how you will make sure your project does not harm the environment.

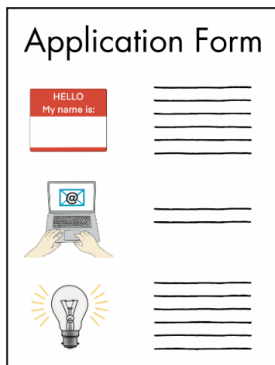


These websites have information about how to make your work better for the environment.

[Artists' Environmental Resource | Fife Contemporary](#)

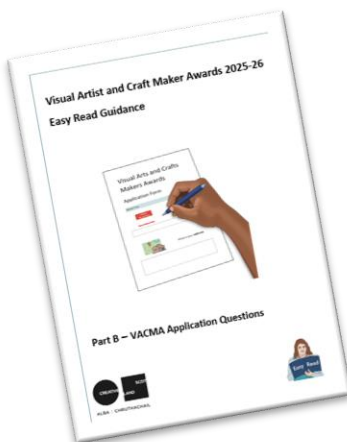
[Resources for Artists | Culture for Climate Scotland](#)

How do I apply?

A template for an application form titled 'Application Form'. It features a red box with the text 'HELLO My name is:' followed by a blank line. Below this are three rows of horizontal lines for writing. To the left of the lines are three icons: a laptop with a camera, a hand holding a pen, and a lightbulb.

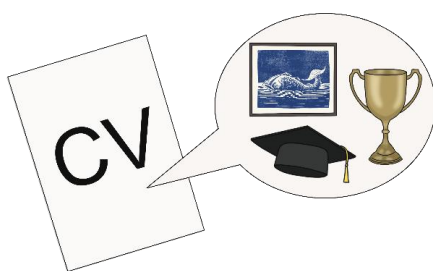
Fill in the application form for your local VACMA scheme. You can find your local scheme here:

[Visual Arts and Craft Makers Awards](#)

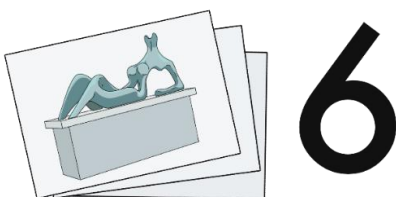


You can see the application questions in **Part B: VACMA Application Questions.**

You will also need to send 3 things:



1. Your **CV**. This is a list of things you have done. We explain how to write a good CV in **Part D: Writing a CV.**



2. Photos of 6 examples of your work.



3. An **Equalities Monitoring Form**. This is a form that asks about you. We will keep what you tell us private.

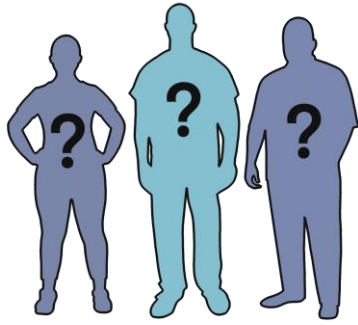
How do we decide?



First we will check that your application meets the rules of the fund.



Then a **panel** will look at your application and how it fits the VACMA rules. The **panel** is a group of people who work in the arts.



Remember they do not know you or your work. They only know what you put on your application.



This helps make the decisions fair for everyone.

When we decide



We will tell you what we decide up to 8 weeks after the deadline.

What happens if I do not get the VACMA grant?

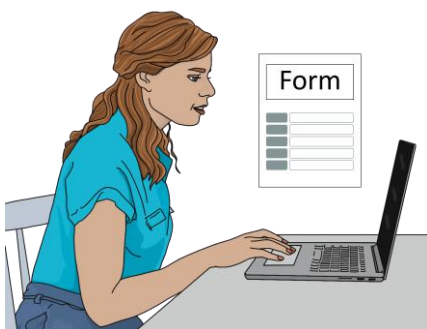


If you do not get the grant, you can ask for feedback. Use it to try again.

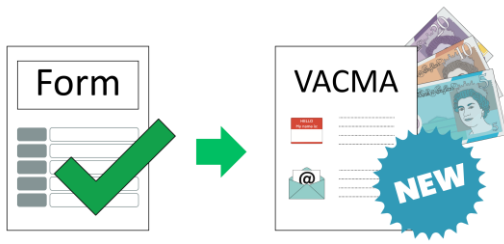
After funding



If you get a VACMA grant, you must tell us how your project went.

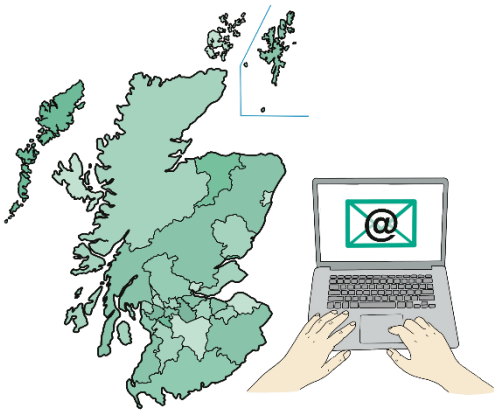


We will ask you to fill out a short form called an **End of Project Monitoring Report**.

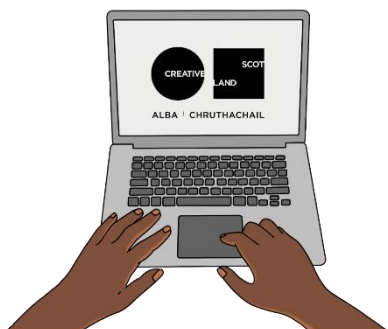


You must send us this form before you can apply for another VACMA grant.

Where can I ask questions or get help?



If you have questions about the application form you should contact your local scheme. You can find them at www.creativescotland.com/vacma



If you have other questions, you can contact Creative Scotland Enquiries.

Email

enquiries@creativescotland.com



If you contact Creative Scotland Enquiries you should tell us which local scheme you will be applying to.



We explain how to ask for access help on page 5 of this guide.

About this document



This information was made into Easy Read by Door in the Wall Arts Access C.I.C. in July 2025.