

# Visual Artist and Craft Maker Awards 2025-26

## Easy Read Guidance



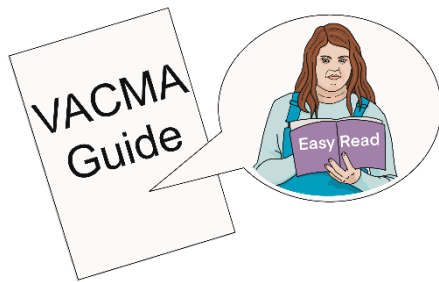
## Part B – VACMA Application Questions



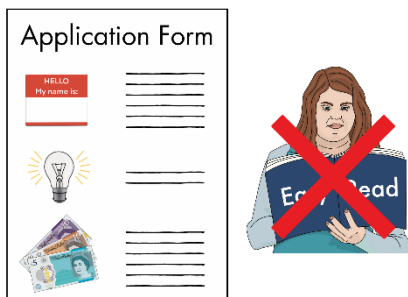
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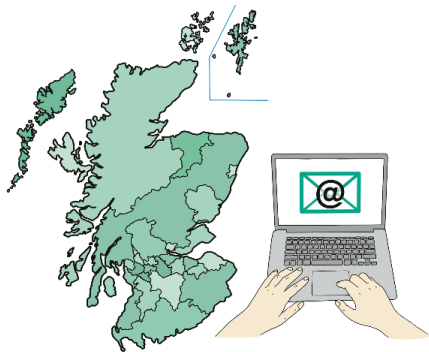
## About this document



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.



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.

## What we will ask

### About You

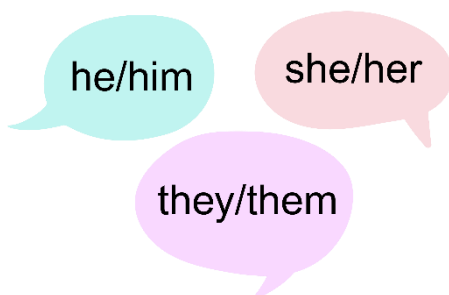
At the start of the form we will ask for:



- 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**. This means if we should call you she, he, or they.



- Your address.



- Your postcode.



- Your telephone number.



- Your email address.



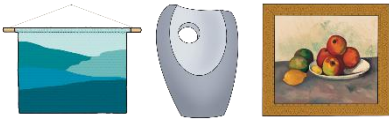
- Your website, if you have one.

# Application questions

## 1. 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, 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 if you **work in a studio there**.

## 3. I am applying for (please select): £500/£1000

What it means:



Tell us how much money you are asking for.

Remember There are 2 kinds of VACMA grants:



- **£500** for new artists.

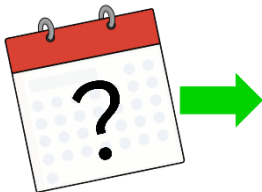
This means people who have been working as artists for **up to** 3 years.



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

#### 4. Project start date:

What it means:



Tell us when your project will start.

#### 5. Project end date:

What it means:



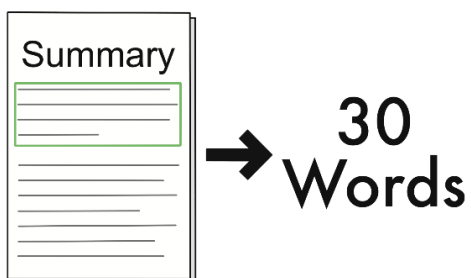
Tell us when your project will finish.

**6. Please provide a short summary of your proposed activity.** (Max 30 words). Please note that 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 grant.



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.



## 7. Please tell us about your creative practice. (Max 250 words).

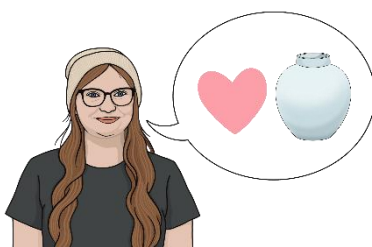
Provide a brief outline of your interests and motivations, your creative process, the work that you make and any key achievements to date.

What it means:



Tell us about the art or craft that you make.

You should tell us about:



- What you like to make.



- Why you make the art that you do.



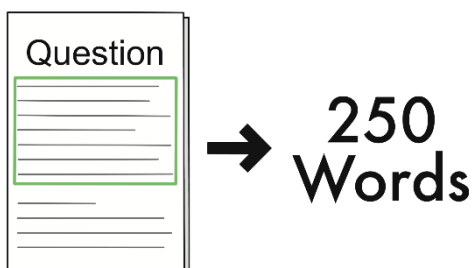
- How you like to make work.



- Your **achievements**. **Achievements** are things you have done that make you proud. For example:



- getting a certificate or degree.
- having work chosen for an exhibition.
- winning an award or competition.

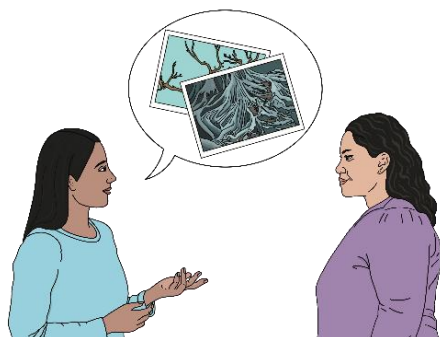


You can write up to 250 words.

## 8. What will you use the bursary for? (max 300 words)

Please provide us with an outline of your proposed activity. You should expand on the information provided in the summary above. Try to be as specific as possible.

What it means:



Tell us what you want to do and why.

Try to give us as much detail as you can.

Question

→ **300  
Words**

You can write up to 300 words.

## 9. How will this contribute to your creative and professional development? (Max 300 words)

How will the bursary support you to develop your creative skills and ideas? How might this impact on your practice now and into the future?

What it means:



Tell us how a VACMA grant would help you to grow your creative skills and ideas.



Tell us how it will make your work better now and in the future.



→ **300 Words**

You can write up to 300 words.

**10. Please provide a brief timeline for your project and tell us about how you will manage any risks. (Max 200 words)**

Outline the key stages of your project and tell us how you will mitigate any risks you have 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 you might face. Also, explain how you will solve these problems.



If you have already started preparing for your project, tell us what you have done.

My Plan

- \_\_\_\_\_
- \_\_\_\_\_
- \_\_\_\_\_
- \_\_\_\_\_

You can use bullet points to make it clear.

Question

→ 200 Words

You can write up to 200 words.

**11. Is there a public element to your proposal?** (Max 200 words). If so, please tell us what it will involve and how you will reach or engage people?

What it means:



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



If your project will involve the public,  
tell us how you will get people to come.



→ 200  
Words

You can write up to 200 words.

**12. Would you like to make the panel aware of any barriers that  
have limited your ability to develop and progress your practice?  
(Max 200 words)**

What it means:

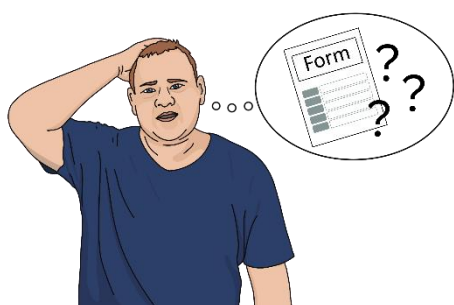


You can tell us about anything that  
has made it harder for you to grow  
your creative work.

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 where things happen.

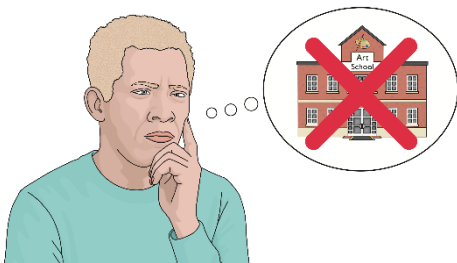




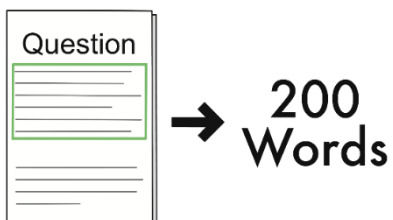
- You have to look after someone else.



- 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.

**13. Please tell us how you will minimise the environmental impact of your proposed activity and/or how you are responding to the causes and impact of climate change through your practice.**

(Max 200 words)

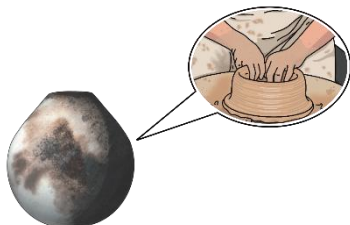
What it means:



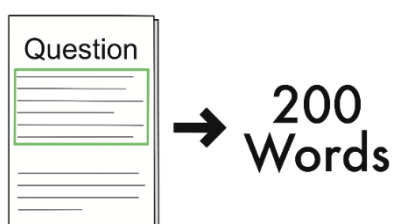
Tell us how your project will be eco-friendly or help with climate change.



This might be what your project is about.



Or it might be about the way you work.



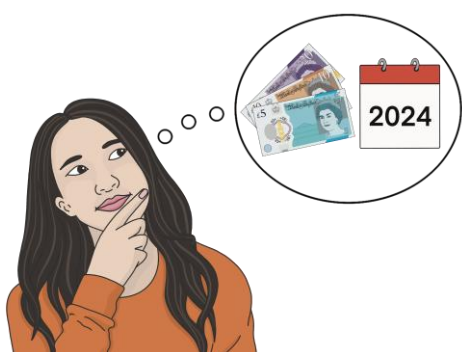
You can write up to 200 words.

**14. 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 a grant from Creative Scotland in the last 3 years.



Tell us the name of the grant. For example, the Open Fund for Individuals.



And tell us what year you got the grant.

**15. 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.

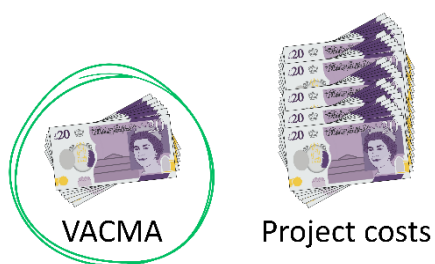


If you are waiting, please tell us the name of the grant.

**16. Does your project/ activity cost more than the bursary you are applying for (not including personal access costs)? (please select):**

Yes/No

What it means:



Will your whole project cost more than the money you are asking for here?



This does not include money you need for access support.

**17. If you answered yes to the previous question, please tell us how much your project/activity will cost and where the other partnership income will come from.**

What it means:

If you said Yes above, please tell us:



- How much your whole project will cost.



- Where the rest of the money will come from.



For example: You might be paying some of the cost yourself, or you might be getting money from another fund.

**18. Do you require support with Personal Access Costs? (please select): Yes/No**

What this means:



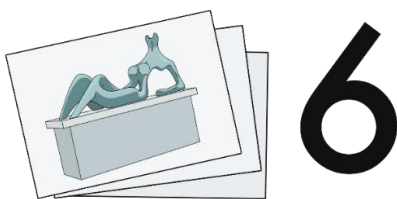
Tell us if you need money for your own access costs.



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

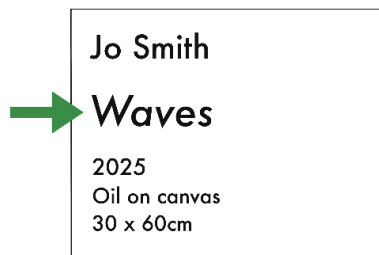
**19. Please list your examples of work in the table below:**

What it means:

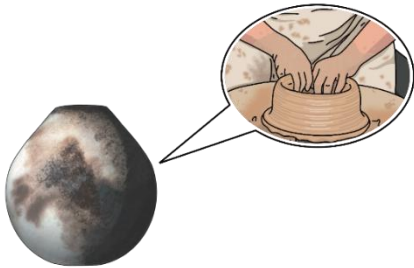


You must send in 6 photos of your art.  
In this table, tell us about the artwork in your photos.

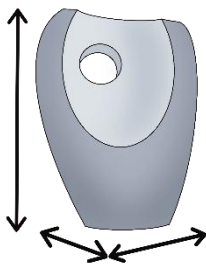
For each artwork, you should tell us:



- 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.