

1. Funding and Financial Support

GOVERNMENT SCHEMES

HMRC have an emergency helpline for businesses and self-employed people.
Call 0800 0159 559.

Claiming benefits (Universal Credit) at: [understandinguniversalcredit.gov.uk/coronavirus](https://www.understandinguniversalcredit.gov.uk/coronavirus)

If new to universal credit this link leads to information on who this is for, how to make a claim, how much you will get, how and when you will be paid, help with managing your money, your responsibilities, universal credit and work, children and childcare, housing, health conditions or disabilities and self-employment.

[understandinguniversalcredit.gov.uk/new-to-universal-credit/self-employment](https://www.understandinguniversalcredit.gov.uk/new-to-universal-credit/self-employment)

HMRC publish guidance for employers and employees on the Coronavirus Job Retention Scheme.

Claim for your employees' wages through the Coronavirus Job Retention Scheme

Find out if you're eligible and how much you can claim to cover wages for employees on temporary leave ('furlough') due to coronavirus (COVID-19). Information covers who can claim, employees you can claim for, agreeing to furlough employees, how much you can claim, claiming, after you have claimed and when your employees are on furlough. The online service used to claim is not available yet, due by the end of April 2020. If you cannot maintain your current workforce because your operations have been severely affected by coronavirus (COVID-19), you can furlough employees and apply for a grant that covers 80% of their usual monthly wage costs, up to £2,500 a month, plus the associated Employer National Insurance contributions and minimum automatic enrolment employer pension contributions on that wage. This is a temporary scheme in place for 3 months starting from 1 March 2020, but it may be extended if necessary and employers can use this scheme anytime during this period. It is designed to help employers whose operations have been severely affected by coronavirus (COVID-19) to retain their employees and protect the UK economy. However, all employers are eligible to claim under the scheme and the government recognises different businesses will face different impacts from coronavirus. You must have:

- created and started a PAYE payroll scheme on or before 28 February 2020
- enrolled for PAYE online - this can take up to 10 days
- a UK bank account

Any entity with a UK payroll can apply, including businesses, charities, recruitment agencies and public authorities.

[gov.uk/guidance/claim-for-wage-costs-through-the-coronavirus-job-retention-scheme](https://www.gov.uk/guidance/claim-for-wage-costs-through-the-coronavirus-job-retention-scheme)

COVID-19 Support for businesses: [gov.uk/government/publications/guidance-to-employers-and-businesses-about-covid-19/covid-19-support-for-businesses](https://www.gov.uk/government/publications/guidance-to-employers-and-businesses-about-covid-19/covid-19-support-for-businesses)

The Chancellor has set out a package of temporary, timely and targeted measures to support public services, people and businesses through this period of disruption caused by COVID-19.

This includes a package of measures to support businesses including:

- a Coronavirus Job Retention Scheme
- deferring VAT and Self-Assessment payments
- a Self-employment Income Support Scheme
- a Statutory Sick Pay relief package for small and medium sized businesses (SMEs)
- a 12-month business rates holiday for all retail, hospitality, leisure and nursery businesses in England
- small business grant funding of £10,000 for all business in receipt of small business rate relief or rural rate relief
- grant funding of £25,000 for retail, hospitality and leisure businesses with property with a rateable value between £15,000 and £51,000
- the Coronavirus Business Interruption Loan Scheme offering loans of up to £5 million for SMEs through the British Business Bank
- a new lending facility from the Bank of England to help support liquidity among larger firms, helping them bridge coronavirus disruption to their cash flows through loans
- the HMRC Time To Pay Scheme

Leeds City Council

Local & National Grants Leeds Inspired - Currently suspending their usual main grants and prioritising response to Covid 19

leedsinspired.co.uk/blog/leeds-inspired-grants-update

The Leeds Inspired Small Grant Scheme now accepts applications of between £100 and £1200. The 2020 deadlines are monthly.

Leeds Community Foundation

leedscf.org.uk

Supporting small groups and charities in Leeds and Bradford. Various small grants programmes.

Doing Good Leeds

doinggoodleeds.org.uk

Equity

equity.org.uk

Advice on government support for creative workers, including Self Employed Income Support Scheme (SEISS). Supporting its members with advocacy and information. A regularly updated page around coronavirus including equity's general advice, updates for those working in theatre and live performance, links for those working in recorded media, variety, circus and entertainment in general.

equity.org.uk/about/coronavirus-advice/available-support-a-quick-guide

MAD (Make A Difference) Hardship Crisis Fund

madtrust.org.uk

This trust is both taking donations and also has information on the website about applying for help. Support is for those who meet the criteria with assistance of up to £200 to meet unexpected expenses that will cause hardship. The Crisis Fund is there to support but should only be used when all other avenues for support have been considered. Designed to provide support to those in the Theatre Industry who are experiencing financial distress as a direct result of Covid-19 and which threaten to impact on well-being, either physically or mentally.

Sport England Community Emergency Fund:

sportengland.org/how-we-can-help/our-funds/community-emergency-fund

Sport England's Community Emergency Fund aims to deliver immediate funding to those most in need. It's specifically targeted at organisations, who have a role in supporting the nation to be active but who are experiencing short term financial hardship or the ceasing of operations due to the ongoing crisis. The types of organisations eligible include local sports clubs forced to close at short notice and voluntary and community sector organisations who deliver or enable sport and physical activity, e.g. dance.

Sport England has announced a more comprehensive package of support the sector and community groups delivering sport and physical activities: sportengland.org/news/195-million-package-help-sport-and-physical-activity-through-coronavirus

Esmee Fairbairn

esmeefairbairn.org.uk/children-and-young-people

Supporting disadvantaged groups including children and young people

Making an additional £16 million of funding available this year in response to the coronavirus pandemic.

£14 million in fast response grants to be offered to some of the organisations they currently support across all sectors: the arts, children and young people, environment, food and social change. £2 million for contributions to emergency funding schemes in collaboration with others. Details to be finalised shortly.

Gertrude Paul Doctoral Studentship

4 year PhD £17.5 tax free per annum, researching (and supporting) the educational experiences of children of colour in Leeds.

<https://www.leedsbeckett.ac.uk/the-graduate-school/research-degrees-at-leeds-beckett/studentships/edu-sudentships/>

Heritage Emergency Fund

heritagefund.org.uk

£50 million set aside, applications from £3,000-50,000 The National Lottery Heritage Fund has announced a UK-wide £50million fund to support the heritage sector in response to the coronavirus outbreak.

The fund, raised from the National Lottery will address immediate pressures over the next three-six months for organisations most in need, offering grants of between £3,000 and £50,000. The funding is available to organisations across the full breadth of heritage, including historic sites, industrial and maritime heritage, museums, libraries and archives, parks and gardens, landscapes and nature. Organisations which have received funding in the past or are either a current grantee, or still under contract following a previous grant, can apply, and priority will be given where there is limited or no access to other sources of support, where heritage is most at risk, and where an organisation is at risk of severe financial crisis due to Covid-19.

News and information on general support and funding can also be found at fundraising.co.uk

A-N Bursaries

a-n.co.uk/about/a-n-bursaries-time-space-money

a-n The Artists Information Company is offering bursaries of £500 - £1,500 to help support those whose livelihoods have been impacted by Coronavirus Covid-19. We're bringing the application process forward for the next round of a-n Bursaries, and also working with Arts Council England to distribute £300,000 of financial support as part of the programme.

Paul Hamlyn Foundation

phf.org.uk/news/paul-hamlyn-foundation-emergency-response/

Paul Hamlyn Foundation have created a £20 million Emergency Fund. This fund is in addition to the £30 million already allocated to grant-making programmes for 2020/2021. They have made the following statements:

- Our 2020 Awards for Artists programme will take a different form this year. Instead, all eligible visual artists and composers that have been nominated will receive a £10,000 award in recognition of the very real financial challenges many of them are dealing with.
- We are pausing new applications until Autumn. This will enable us to focus all our available energy on supporting the organisations we fund.
- We will be flexible with those organisations who have already applied to us. For some, the opportunity to pause and come back to us with a refocused proposal may be appropriate. For others, the work they have already done to get to this point will still feel relevant and we will take them forward for funding in the coming weeks. This will need honest and trusting conversations on all sides.
- From the Autumn onwards, we anticipate being open to new applications again, running a mix of recovery grants and programme grants. This will allow those we fund and those applying to adjust their plans in the light of their experiences and learning.

Dance Professionals Fund:

Dance Professionals Fund provides financial support for professional dancers, dance teachers, choreographers and choreologists in time of need.

dancefund.org.uk/who-we-help/?fbclid=IwAR2SQqqZmiH_WR2i1exQ1A8D8YehFhxGTd4VBET0427fbDFu0c4ZsL5OOM0

2. Additional Support Working At Home And Health & Wellbeing

Creative Skills is a new online marketplace for creative freelancers to share their skills – it's free for people to sign up and create a profile, and they are taking zero commission on bookings through the site.

creative-skills.sharetribe.com/

Self-care Checklist for precarious workers (freelance, self-employed and zero hours).

rachel.we-are-low-profile.com/blog/self-care-checklist-precarious-workers/

People Dancing Useful links and resources:

communitydance.org.uk/DB/news-and-views-2/news_and_views/risk-assessment-and-useful-resources-list

Digital & Technology:

Digital webinars, useful information – resources, support and events

- working and collaborating remotely
- keeping up engagement with your audiences
- strategies for generating income through online retail and donations
- maximising your website offer

Tech Champions: digitalnetwork@arts council.org.uk

arts council.org.uk/developing-digital-culture/digital-culture-network

Useful links:

artsprofessional.co.uk/magazine/covidculture

Theatresupport.info

20 charities coming together to support those who work in theatres.

theatresupport.info/

Culture, Health and Wellbeing Alliance are sharing resources including practical advice and creative home-based ways to support your mental health.

culturehealthandwellbeing.org.uk/resources/coronavirus-resources-practitioners-and-organisations

One Dance UK is putting together some 'digital skills' video tutorials and they want to know what you would find the most useful. Please take the survey using this link: surveymonkey.co.uk/r/OneDanceUK

Arts Fundraising and Philanthropy, Now, New, Next

The latest issue of 'Now, New, Next' is dedicated to Fundraising at Times of Crisis and full of loads of great advice.

artsfundraising.org.uk/now-new-next/issue-5

COMMON - Working Class Coffee Morning

commontheatre.co.uk/workingclasscoffeemorning

COMMON are inviting working-class creatives who work in the arts to join us for a friendly and supportive coffee morning during the lockdown.

Team working platforms:

Zoom

zoom.us

Microsoft Teams

products.office.com/en-gb/microsoft-teams/group-chat-software

Tools to keep in touch remotely

supercooldesign.co.uk/blog/keeping-in-touch-remotely

Black Girl Festival shares five ways to maintain productivity and counteract loneliness.

lectureinprogress.com/journal/working-from-home

Affinity are making use of their creative design apps free for three months.

affinity.serif.com/en-gb/supporting-the-creative-community/

'Audience Matters' an online space for the global cultural community to ask big questions and strategise next steps. Link from twitter:

twitter.com/MHMinisight/status/1241030998525186048?s=09

Voluntary Arts are hosting a daily online gathering called #CreativeNetwork for to anyone involved in arts, culture and creativity who would welcome the opportunity to talk to others about dealing with current events.

voluntaryarts.org/creativenetwork

Mind have created a guide on Coronavirus and your wellbeing – featuring tips on preparing to stay at home or indoors, a checklist, and ways to improve your mental health.

mind.org.uk/information-support/coronavirus/coronavirus-and-your-wellbeing/#AreYouReadyToStayAtHomeForTwoWeeks

Nonsuch have launched Creative Quarantine – a daily email of creative activities for all ages to do at home.

wearenonsuch.com/creativequarantine/

ChatterPack have compiled a list of free, online activities including virtual tours, arts & culture, and online learning.

chatterpack.net/blogs/blog/list-of-online-resources-for-anyone-who-is-isolated-at-home

Disability Arts Online

disabilityarts.online

An artist-led innovative approach to applying to ACE's emergency funds:

makeitclear.eu/posts/sol-syn/

@IndustryMindsUK are running free 20 minute skype/telephone sessions for anyone who needs someone to talk to regarding Covid-19. Free online counselling seminar

industry minds.co.uk

Go Fund Me

Regional Funds springing up, such as;

South Yorkshire Creatives Covid-19 Hardship Fund Go Fund Me – Target £2000 offering £200 to artists who are suffering hardship in that area due to Coronavirus.

Hull Artists Coronavirus Fund by Middle Child – Aiming to help support artists in Hull through the crisis

There is a thread on twitter that highlights these crowd funding initiatives, and can be seen on Working Class Artists thread, Manchester, Liverpool and other Northern areas are represented.

[@WCArtistGroup](https://twitter.com/WCArtistGroup)

Voluntary Arts are hosting a daily online gathering called #CreativeNetwork for to anyone involved in arts, culture and creativity who would welcome the opportunity to talk to others about dealing with current events.

voluntaryarts.org/creativenetwork

Culture, Health and Wellbeing Alliance are sharing resources including practical advice and creative home-based ways to support your mental health.

culturehealthandwellbeing.org.uk/resources/coronavirus-resources-practitioners-and-organisations

One Dance UK has made available on its website, COVID - 19 Guidance. This includes links to Government support, ACE and Creative Scotland support. They state that as a team they will strongly advocate for dance and will share news, updates, resources and online events to the sector on wide reaching platforms.

onedanceuk.org/covid-19-guidance/

Creative Industries Federation, the national organisation for all the UK's creative industries, cultural education and arts. It advocates for the sector, aiming to ensure that the creative industries are central to political, economic and social decision-making. Website has general advice, links to the coronavirus bill, EU guidance on COVID-19 and includes what they are doing next collating mitigation strategies from different cultural organisations. There is also some legal advice around Coronavirus on their pages.

creativeindustriesfederation.com/news/covid-19-guidance-sector

Charity Commission, on the main website there is Coronavirus (COVID 19) guidance for the charity sector. This includes advice on the following areas; Can our charity assist with COVID-19, How do I get support to pay my charity staff, Can I use my reserves and restricted funds to help my charity through the crisis, Can I cancel or postpone my charity's AGM or other key meetings, Can I use video, teleconferencing and the internet in place of face to face meetings, What do I need to report to the Charity Commission, Keeping people safe, Reporting accounts and finances, and some further information links.

gov.uk/government/news/coronavirus-covid-19-guidance-for-the-charity-sector

3. SAFEGUARDING YOURSELF AND CHILDREN AND YOUNG PEOPLE

CYP - Safety Online With a wide range of dance activities being broadcast and led online through facebook live, zoom and other platforms, it is important to consider aspects of safety, safeguarding, insurance and other areas. Some useful links:

Thinkuknow is an education programme from NCA-CEOP, a UK organisation which protects children both online and offline. [thinkuknow.co.uk/](https://www.thinkuknow.co.uk/)

BT - useful tips to understand the issues and set controls at home
[bt.com/skillsfortomorrow/parents.html](https://www.bt.com/skillsfortomorrow/parents.html)

NSPCC - Keeping Children Safe Online
[nspcc.org.uk/keeping-children-safe-online-safety/](https://www.nspcc.org.uk/keeping-children-safe-online-safety/)

With staff/freelancers going to online teaching, learning, sharing and working there are considerations around safeguarding people working from home. Good information is available from **Leeds City Council Breeze team**.

breezeculturenetwork.org/online-safeguarding

They include helpful resources and best practices. For many of us this is a new way of working, it is hard to know the best way to do so, and you can often feel overwhelmed by all the different apps and communication tools available. These are great for communicating effectively with young people, but if used inappropriately or with a lack of understanding there is potential to put young people at risk from abuse, both online and offline.

What do I need to do to deliver online activities?

Before planning your activity please ensure you have:

- Trained all staff in online safety
- Updated your child protection policy to cover online safety

Points to consider when delivering online activities

- Research the most appropriate and safest apps to use for your target age group, are you aware of all the safety settings on the app, do you know of the potential risks of them?
- The level of engagement and interaction that is required from children, can you post content that educates and engages but doesn't require children to interact?
- The safety of all involved, including those delivering as well as the participants, consider how not to deliver a session on your own.
- How to protect children's identity when participating in online activities
- Communicating what your sessions involve and how you will ensure the safety of participants.
- Considered how to request consent if any online images / videos to be used of participants

Working from home

In relation to risk assessment for Home Working, here is a checklist of factors to be aware of:

Health and Safety when working from home:

- be mindful of how to handle heavy items at home -including moving equipment and furniture around
- individuals with health conditions, previous back injuries, new and expectant mothers, etc, should assess the need for handling items
- be mindful of posture when setting up and using a laptop
- ensure that sufficient/frequent short breaks are taken to avoid prolonged periods without change of posture and consider time spent looking at the screen
- ensure your working environment is free from hazards such as trailing cables (including phone charging cables and Ethernet cables)
- visually check any electrical cables or items to ensure they are free from obvious defects such as cuts/damage