



Thursday, October 29, 2026

Hornpipe Funding Application Form 2026

Funding application form. Please complete all required fields and provide supporting documents where requested.

- **Grants: From £250 to £4,000**
- **Funding source:** Hornpipe Theatre Company
- **Match funding:** Required, can also be in-kind support
- **Eligibility:**
 - Your activity can be working with young people in or out of the school setting.
 - Activities can be of any artform.
 - Applications can be made by an Arts Organisation, freelance artist, community group or school.
 - Delivery needs to be working with young people within a PO postcode.
 - Applications are required to meet aims set out below.
 - The activities must take place within one year of receipt of award.
 - Only one grant can be awarded to the same grantee in a one year period.

- **Deadlines for applications:**

The closing date for the next round: **12noon, Friday 8th January**

You will be notified within one month of the closing date of each round.

- **Other:** In some instances, we may not be able to meet the entire request, but may be able to offer a contribution.

Criteria:

For requests up to £1000, you will need to detail how your project contributes to at least 2 of the following criteria.

For larger requests of £1001-£4000, you should detail how your project contributes to at least 4 of the following criteria:

1. Young people's academic achievements e.g. projects incorporating Arts Award will be looked upon favourably.
2. Young people's well-being or soft-skills development
3. Young people's cultural development
4. Increased access to arts and cultural provision. This could be through working with a specific group of young people usually excluded from provision.
5. Develop staff confidence and ability at utilising arts within the school/community setting.
6. Raise young people's aspirations

Evaluation- you must be committed to completing the evaluation form which demonstrates project outcomes.

What you can apply for:

- Production costs e.g. materials, equipment costs
- Artist/ facilitator fees
- School transport costs
- Training costs

What you can't apply for:

- Projects which have already started or taken place
- Events intended to raise funds for non-arts causes
- Requests to pay off loans or deficits

Please note- we only have a small amount of money available each quarter, and will therefore not be able to fund every application we receive. We will not be able to provide feedback to unsuccessful applications, due to limited resources. If you are unsuccessful, please do not let this deter you from applying again in the future.

If successful, an evaluation report on the project will be supplied to the Hornpipe Trustees, no later than one year from the date of the Grant and 3 months after project conclusion. The report should describe fully the application of the Grant, and the achievements resulting from the project. More information about this will be given upon receipt of a grant.

Applicant and Organisation Details

Project / initiative name	Northside Youth Makers Lab
Project start date	Thursday, March 12, 2026
Project end date	Sunday, August 30, 2026
Applicant / organisation name	Cedar Hollow Community Arts Trust
Is your project for children?	<div>Yes</div>

Thank you for your interest in the Hornpipe Small Grants Scheme. Unfortunately this grant is only for those projects working creatively with young people. We will not be taking your application further at this time.

What do you do?

We run hands-on arts and digital media workshops for young people, partnering with local schools and youth groups to build confidence, creativity, and practical skills.

Applicant status	<div>Voluntary/community group</div>	<div>Registered Charity</div>
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Charity number or company number (if applicable)	CH-2049187
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How long have you / your organisation been operating?	8 years
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Main contact name	Marisol Nguyen
Main contact position	Program Coordinator (Youth & Community)
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Organisation Policies

Do you have any of the following:

Public Liability Insurance	<input type="text" value="Yes"/>
Safeguarding Policy & Procedures in place	<input type="text" value="Yes"/>
Equal Opportunities Policy	<input type="text" value="Yes"/>

Project Proposal and Impact

Project proposal (500 words max)

Cedar Hollow Community Arts Trust will deliver the Northside Youth Makers Lab, a summer programme for young people aged 13–18 focused on creative problem-solving through accessible digital making. Over the project period, participants will attend weekly sessions combining practical workshops and guided mentorship. Activities include designing short stop-motion stories, producing simple music tracks, and building low-cost prototypes (using safe, age-appropriate materials) that address real community needs.

The project begins with a two-session “Discover & Decide” phase where young people choose themes for their mini-projects—such as neighborhood kindness campaigns, youth-led recycling prompts, and local heritage storytelling. Facilitators will support participants to develop project plans, storyboards, and basic technical skills. In the middle weeks, participants will work in small teams to create and test prototypes, record voiceovers, and refine their final pieces through peer review.

We will culminate the programme with a public showcase at the community library, inviting families, school representatives, and local partners. Young people will present their work, demonstrating what they built and explaining the impact of their ideas. The programme is intentionally structured to build confidence, collaboration, and digital literacy, while giving participants a meaningful platform to share their voices.

Safeguarding and inclusion are embedded throughout. We will use clear session routines, regular check-ins, and age-appropriate supervision. Staff and volunteers will follow our safeguarding procedures and communicate with parents/guardians as needed. We will ensure accessible activities for participants with different learning needs, including offering alternative ways to contribute (storyboarding, narration, design review, and hands-on making) so every participant can take part meaningfully.

How will your proposal contribute to the grant criteria?

Our proposal directly supports the grant criteria by engaging young people in creative, skills-based activities that build confidence and teamwork. The programme is co-designed with participants during the

“Discover & Decide” phase, ensuring their interests shape the outcomes. We also provide a public showcase that strengthens community connection and gives participants a platform to demonstrate learning and impact. Clear safeguarding processes, inclusive delivery, and measurable participation targets ensure the project is feasible, accountable, and focused on positive youth outcomes.

Potential partners or contributors

We will collaborate with Northside Library for the showcase venue, and with BrightSteps School for participant referrals. Local makerspace volunteers will support basic electronics safety guidance, and a community photographer will help document the final presentations (with consent).

Young people engaged as project participants 36

Young people engaged as audience members 80

Other beneficiaries

Young carers and youth mentors will participate in selected workshops as supportive contributors, and a small group of adult volunteers will join the showcase planning meetings to strengthen continuity.

Are there safety issues related to your proposal?

The main safety considerations relate to handling craft tools and using basic equipment in a supervised environment. We will manage risks through clear tool training, age-appropriate materials, supervision ratios, and regular equipment checks before and during sessions.

Child protection procedures

Child protection procedures will be followed at all times, including role-based safeguarding responsibilities, maintaining secure attendance records, and reporting concerns immediately in line with our internal policy. We will ensure all staff and volunteers complete safeguarding training and understand escalation routes. Any disclosures or concerns will be documented and handled confidentially, with prompt referral to the appropriate safeguarding lead.

Budget and Funding

Expenditure breakdown	Workshop materials (safe craft & digital supplies) - £1,850; Venue hire for weekly sessions - £720; Volunteer training & safeguarding refreshers - £260; Printing & accessibility resources - £410; Showcase event costs (AV, refreshments, signage) - £680; Transport support for participants (local) - £560
Total cash cost (£)	4490
In-kind support	Mentor time provided by local volunteers (unpaid) - £1,200; Library staff support for the showcase - £350; Equipment loan (laptops/tablets) - £500; Photography documentation support - £260
Total in-kind support (£)	2310
Funding source, status, and amount	Grants & donations: £2,000 from Cedar Hollow Community Fund (pending); Trust donation: £1,250 from the Wrenstone Foundation (confirmed); Community fundraising: £1,240 from local sponsor pledges (confirmed)

Total funding (£) 6800

Total project costing (£) 6800

Supporting Documents and Declaration

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If you are successful in applying for funding, the grant will be sent directly to your bank account. If you do not have a bank account, it is a condition of the grant that you will need to set a bank account up within two weeks of being awarded the grant. Please tick below if you do not have a bank account:

I do not have a bank account

Once you have completed the form, please check through the following list and confirm that you have copies of the following documents, and can make them available, should we request to see them in the future. Make sure you have ticked each box relevant to your application and sign below. We do not require you to send us the documents at this point.

Copy of governing documents / set of rules available

Available

Copy of latest annual accounts available

Available

Copies of Equal Opportunities, Health and Safety, and Safeguarding / Child Protection policies available

Available

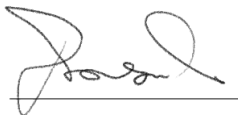
If you do not have access to these documents, explain why:

N/A – we have access to all required documents and can provide copies on request.

Declaration agreement

I acknowledge that the information supplied is correct and that I have not withheld any information which may be relevant to this application.

Signature



Printed name

Marisol Nguyen