

# Funding Agreement 2018/19

Please return your signed copy to your LEAD OFFICER directly in order to avoid a delay in payment



Cyngor Celfyddydau Cymru  
Arts Council of Wales



Funded Organisation	Pontardawe Arts Centre
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Award for 2018/19	£63,197
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Name of your Lead Officer	Henry Rees
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We are funding you as a	Venue
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This Funding Agreement should be read in conjunction with our **Handbook for the Arts Portfolio Wales** which can be found on our website [here](#). Please take time to study the Handbook carefully. There will be specific versions of this document relating to each specific sector. It also describes those areas where we expect you to set priorities within your work in relation to our overall objectives for Equalities, Welsh Language and Wellbeing.

Finally, you will find information about how we will work with you throughout the year.

**The following targets are those that we have agreed with you for 2018/19:**

Target and Context	What will a successful outcome look like?	Progress*
<p>Make, Reach, Sustain Programme and present a year round program of imaginative, ambitious work of the highest possible quality throughout 2018/19.</p> <p>Timeline: throughout 2018/19 for reporting ahead of 2018/19 Funding Agreement Meeting</p>	<p>A full programme of live presentations for 2018/19</p> <p>Professional live performances:</p> <p>Amateur productions:</p> <p>Participatory Programme:</p> <p>Please list any other initiatives and projects:</p>	
<p>Cultural Poverty</p> <p>Continue to engage with audiences that are at the heart of your community. Current target groups for 2018/19 may include:</p> <ul style="list-style-type: none"> <li>-Disenfranchised young people</li> <li>-Areas of deprivation</li> <li>-Older people</li> <li>-Families</li> <li>-Schools sector</li> </ul> <p>Timeline: update throughout 2018/19 and incorporate strategies and targets into Business Plan.</p> <p>Final reporting ahead of the 2018/19 meeting.</p>	<p>Collecting, monitoring and evaluating data in relation to attendances and engagement from target groups.</p> <p>Expectation is that a renewed Pontardawe Arts Centre Business Plan will be able to communicate the ambition and scope of the centre's commitment to affecting change within this agenda..</p>	
<p>Young people:</p> <p>Through your programme of activity, continue to deliver inspirational and transformational opportunities throughout 2018/19.</p>	<p>Collecting, monitoring and evaluating data in relation to attendances and engagement from children, young people and families.</p>	

<p>Timeline: update throughout 2018/19 and incorporate strategies and targets into Business Plan. Final reporting ahead of the 2018/19 meeting.</p>	<p>Expectation is that a renewed Pontardawe Arts Centre Business Plan will be able to communicate the ambition and scope of the centre's commitment to affecting change within this agenda.</p>	
<p>Sustain Effective Business Planning: Continue to engage with the Resilience Programme and support recommendations around Capital development of the new cinema project.</p> <p>This also may include attendance at Workshops and Masterclasses</p> <p>Timeline: throughout 2018/19</p>	<p>Continue to engage positively with assigned mentors, working towards implementing recommendations.</p> <p>Moving forward with the Resilience Programme outcomes, to help agree and enable the implementation and realisation of the Capital strategy around the new cinema development.</p>	
<p>Sustain Effective Business Planning Reflecting the annual condition around the submission of Business Plans, and considering the possible outcomes around the Resilience programme, we will require Pontardawe Arts Centre and Neath Port Talbot CBC to ensure the development and submission of the current Business Plan, with the intention of incorporating robust proposals, forward financial forecasting and budgeting for a minimum of three years beyond the current financial year.</p> <p>Timeline: update throughout 2018/19 with submission in October 2018</p>	<p>Submission of an appropriate and agreed Business Plan in October 2018.</p>	

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\*Please use this column to monitor progress at your regular Board Meetings. You should include the completed table in your minutes.

This table will be reviewed during the year as appropriate and at next year's Funding Agreement meeting.

## Lottery Funding

From time to time you might identify new and additional areas of work for which you wish to apply for Lottery funding. In our discussions about your Funding Agreement, we indicated that we could consider an application in relation to the following during 2018/19:

1	Possible Audience Development application to be discussed with your Lead Officer prior to submission.
2	Dependant on discussions with Lead Officer, a possible application to support one of the following: Training, Production or Taking Part.

I confirm that I have read and understood and agree to the conditions included within the documents discussed in this agreement.

I also confirm that I understand the requirements of the attached payment schedule (see appendix) and the deadlines it contains.

Our signature (Lead Officer):

Your signature (Director):

Your signature (Chair):

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Date:

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Date:

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Date:

## Appendix 1- Your Personalised Payment Schedule

Payments are made by BACS and the months given below are when payments are expected to clear into your organisation's bank account. The date is an indication and payments will only be released when Arts Council of Wales has received and reviewed all the information listed **prior** to the payment month and has received sufficient funds from the Welsh Government.

Month	Requirements Due	Date Required	Payment Due in Month
January 2017	Quarterly Management Accounts to end of December 2017	End January 2018	£0.00
	Annual Accounts to end of March 2017	End January 2018	
February 2017			£0.00
	Annual Budgets for the year to March 2019	End February 2018	
March 2017	Signed <b>Funding Agreement</b> (to be returned to Lead Officer)	31st March 2018	£0.00
	Signed <b>Award Acceptance</b> (to be returned to Investment and Funding Services)	31st March 2018	
April 2017	Quarterly Management Accounts to end of March 2018	End April 2018	£15,800.00
	Submission (and satisfactory review by ACW) of your updated 2018/19 Strategic Equality Plan	28th April 2018	

<b>May 2017</b>	Submission of Arts Portfolio Wales Survey for October 2016 to March 2018	12th May 2018	<b>£0.00</b>
<b>June 2017</b>			<b>£0.00</b>
<b>July 2017</b>	Quarterly Management Accounts to end of June 2018	End July 2018	<b>£15,800.00</b>
	Submission (and satisfactory review by ACW) of your revised Welsh Language Plan	31st July 2018	
<b>August 2017</b>			<b>£0.00</b>
<b>September 2017</b>			<b>£0.00</b>
<b>October 2017</b>	Submission of updated Business Plan for 2018/19 and the three years 2019/20 to 2021/22	20th October 2018	<b>£15,800.00</b>
	Quarterly Management Accounts to end of September 2018	End October 2018	
<b>November 2017</b>	Submission of Arts Portfolio Wales Survey for April 2018 to September 2018	10th November 2018	<b>£0.00</b>

<b>December 2017</b>			<b>£0.00</b>
<b>January 2018</b>	Quarterly Management Accounts to end of December 2018	End January 2019	<b>£15,797.00</b>
	Annual Accounts to end of March 2018	End January 2019	
<b>February 2018</b>			<b>£0.00</b>
	Annual Budgets for the year to March 2020	End February 2019	
<b>March 2018</b>			<b>£0.00</b>

- please refer to the '**Business Monitoring of Arts Portfolio Wales Standard Requirements**' document, which will be available on our website should you need a further copy. This describes what information is required within each document you submit to us.