**Without Walls Touring Network Partners: 2023-2026**

Expression of Interest Form

**Please complete this Expression of Interest Form if you wish to be considered as a Without Walls Touring Network Partner: 2023-2026**

**Please ensure you read the** [**Guidance Notes**](https://www.withoutwalls.uk.com/wp-content/uploads/2022/07/Touring-Network-Partnership-open-call-guidance-document-FINAL.pdf) **before completing this form. If you have any questions please contact Emily Oldroyd, Project Manager at:** **emily@xtrax.org.uk** **or on 0161 227 8383.**

**Deadline for submission: Thursday 22 September – 5pm.**

*Please use additional pages where necessary – indicating which question the page relates to.*

1. **CONTACT DETAILS**

|  |  |
| --- | --- |
| **Organisation** |  |
| **Festival / Event Name** |  |
| **Website** |  |
| **Address of Organisation**  |  |
| **Contact Name** |  |
| **Role** |  |
| **Email address** |  |
| **Telephone number** |  |

1. **YOUR ORGANISATIONAL STRUCTURE**

|  |  |
| --- | --- |
| Please describe your organisation’s structure (E.g. Ltd Company, Charity, Partnership, sole trader etc.) |  |
| How many people does your organisation employ (full and part time)?  |  |
| Do you consider your organisation to be:*Please tick all that apply.* *Without Walls considers an organisation to be led by a specific group of people if 51% or more of the organisation’s Board and senior management team identify as such / are from that ethnic background.*  | [ ] Black or Minority ethnic led? [ ] Disability led (Deaf, Disabled and/or neurodivergent)?[ ] Female led? [ ] LGBTQ+ led?  |
| Does your organisation have a Board?  |  |
| Please highlight if any members of your Board or governing body are representative of different demographics:  |  |

1. **YOUR FESTIVAL / EVENT(S) / ARTISTIC PROGRAMME**

*Please describe the festival, event or programme that you would like to include in your Without Walls programme. If this is for several distinct events please describe each in as much detail as possible*

|  |  |
| --- | --- |
| **Festival dates (2023 & 2024) *- if available*** |  |
| **Art forms presented** |  |
| **Overall audience attendance in past 2 years - *if applicable***  |  |
| **Location/postcode** |  |

**Please describe your organisation and festival /event; include information about the overall vision and programme.**

*If you would like to include a separate attachment, please include the name of the file below.*

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|  |

1. **BUDGET & FINANCE**

|  |  |
| --- | --- |
| **What was/is your overall Festival/event budget (2022 & 2023)?** | 2022: £2023: £ |
| **Please indicate the budget for outdoor work (if separate) in 2022 & 2023?**  | 2022: £2023: £ |
| **Please indicate your main funding sources and partners** |  |

Without Walls Touring Network Partners are required to contribute an annual subscription fee of £5,000 + VAT.

Please confirm that you can commit to this fee for the next three years:

Yes [ ] No [ ]

Is your organisation VAT Registered?

Yes [ ] No [ ]

Comments:

1. **WITHOUT WALLS PRIORITIES**

**5a.****Please explain how you meet the essential and desirable requirements as detailed in the Guidance Notes document.** *Please give as much detail as you can and address each point.*

**5b. Please comment on your organisation’s commitment to Equality, Diversity and Inclusion.** If *you provide training in this area for your team and Board, please provide details on topics and how regular you hold training. (This can also include training on specific topics such as: Anti-racism, Unconscious Bias, Disability, Privilege, Intersectionality etc.)*

**5c. Please describe how your festival / event will support Without Walls’s priorities of supporting activities in areas with relatively low levels of attendance and participation.** *If your activities do not fall within the Arts Council Priority Places or DCMS Levelling Up for Culture Places, you can describe here how you still work towards this priority.*

1. **AUDIENCE ENGAGEMENT WORK**

Please indicate if you already have an Audience Engagement plan in place for your festival / events and provide an outline of your plans. If not, please explain briefly what your Audience Engagement objectives might be over the next 3 years and provide details of how you intend to engage with your target audiences / groups.

*These questions are for information only and not part of the selection criteria.*

**Have you applied to Arts Council England’s**

**National Portfolio funding 2023 – 2026?** Yes [ ] No [ ]

If yes – would your membership of the TNP rely

on a positive outcome of this funding bid? Yes [ ] No [ ]

**Do you currently engage with Arts Award** Yes [ ] No [ ]

**Do you currently collect data via The Audience Agency** Yes [ ] No [ ]

1. **FESTIVAL OR DELIVERY STAFF**

Please provide details of your staff structure, their responsibilities, and any partners (paid or voluntary) who will be involved in the delivery of your festival / event. Please indicate who would be the main contact for Without Walls and whether you have a member of staff with responsibility for Audience Engagement / outreach activities and / or Artist Development.

1. **AUDIENCE RESEARCH**

Please describe any audience research that has collected quantitative and / or demographic information from your audiences; if applicable please indicate key findings.

1. **AUDIENCE AGENCY RESEARCH**

It is an essential part of the Touring Network evaluation that partner festivals commit to collecting audience data. This will be supported by Without Walls and in association with an external evaluation partner, currently The Audience Agency. Please briefly outline how your festival would be able to deliver and support this evaluation process, including which staff member would have responsibility.

**Deadline**

Please email your completed form to Emily Oldroyd at **emily@xtrax.org.uk** by **5pm on Thursday 22 September 2022.**

**Timeline**

* 28 July 2022: Open call for partners launched
* 22 September: Application deadline
* w/c 10 October: Conditional offers made to applicants (NPO outcome depending)
* w/c 31 October: Final confirmation of offer (NPO outcome depending)
* 14 December: Online networking meeting
* 1 January 2023: Payment of Subscription fee for 2023
* 22 February: First partner meeting, in person
* 23 February: Without Walls Festival Forum
* Late February: partners confirm Without Walls programming choices\*

*\* Partners will be asked to identify a provisional programme of shows for 2023 from the Without Walls back catalogue by the end of February 2023, and preferably by the meeting on 22 February 2023.*

Emily Oldroyd, Project Manager, is available to discuss any queries in advance of application at: emily@xtrax.org.uk or on 0161 227 8383.