

GIGS GRANTS

Grants available between: **£250 - £2,500**

Apply any time between September 8 and October 4, 2026.

Croydon Council receives more grant requests that it can fund. We will use the information you give us on this form to decide which projects to fund.

Please make sure you:

- Answer all the questions.
- Keep your answers short and relevant, but remember that we don't know anything about your project unless you tell us (use the guidance to help).
- Include all the required supporting documents (use the checklist at the end of this document to make sure).
- Be realistic about what you apply for, and what you can achieve with the money in this short time frame. We don't want you to promise more than you can deliver.

Applicants should note that Gigs Grants funding is only available for Croydon-based projects which include a live music public performance or where relevant, a curated DJ event.

Please read the grant criteria, guidance notes and grant agreement in the Gigs Grants Guidelines before completing this form.

We want you to have the best chance of getting a grant. The guidance notes have lots of examples of how to answer the questions in the form. **If you would like to ask questions there are two scheduled Zoom meetings detailed in the Guidelines which are open for you to join.**

This application is for: please tick which area your activity will be delivered in

- ☐ Croydon town centre Growth Zone (see map on the final page of the guidelines)
- ☐ Wider Croydon area

Q1.a – Your organisational details

Name of your organisation

What kind of organisation / business are you? i.e. registered charity, CIC, Limited Company, etc. – include company/charity number

Q1.b Main contact for this application

This must be someone who is authorised to represent your organisation, who can talk about your application and can be contacted during standard office hours (i.e. 10am to 6pm, Monday to Friday)

Full Name:

Contact address, (this is your office/administration address):

Telephone Number:

Email:

Q1.c Which venue is your event taking place at: give name and address including full postcode

Q1.d Is this venue licensed for entertainment?

- ☐ Yes
- ☐ No

Q2 – What does your organisation do? i.e. what type of organisation are you (such as a pub, bar, band). Tell us your aims and what activities you usually carry out (this should include any ongoing music programme). Your response should be no more than 50 words.

Q3 – What would you like a grant for and why? i.e. what will you be spending the money on and why you have chosen this project. Your response should be between 100 -200 words. Please see the Application Guidelines for a list of what the grant can and cannot fund.

Q4 – Does this project build on a previous London Borough of Culture Ignite, National Lottery Heritage Fund grant, a Croydon Loves You, Gigs Grant or Legacy Grant?

- ☐ Yes
☐ No

Q5 – If yes, please tell us which bits of your project you would like to repeat and/or build on, and why:
Your response should be between 125 - 200 words. Please see the Application Guidelines for a list of what the grant can and cannot fund.

Q6.a – How much money are you applying for?

Q6.b – Please outline total the costs of the project. Please provide a breakdown of your costs in pounds and pence. **The minimum grant is £250 and the maximum grant is £2,500.**

Add lines where needed.

Item or activity	Cost
	£
	£
	£
	£
	£
Total (please put your total here even if you have used a separate sheet)	£

Q6.c – If your project costs more than the grant you are applying for please outline your other sources of income:

Applicants must have at least 10% match funding not including ticket sales.

Please provide a breakdown of income in pounds and pence. Include the grant within this. Add lines where needed.

Funding source	Income
	£
	£
	£
	£
	£
Total (please put your total here even if you have used a separate sheet)	£

Q7 – When is this project going to start/end? (your project should start at least 10 days after being informed of your award. Where relevant, don't forget to take account of the time required to apply for a licence)

Please give the date of your event/s:

Q8.a – How many people do you expect to attend your event as audience/visitors?

Q8.b – How many do you expect to participate in your project/event as artists, workshop participants, speakers, volunteers, interviewees, etc.?

Q9.a – Please tick below which of the Gigs Grants priorities your project reflects: you need to meet at least two priorities

- ☐ Offers a high quality music event/experience (mandatory)
- ☐ Celebrates/develops Croydon's rich music heritage/ongoing story
- ☐ Supports nighttime economy

- ☐ Provides employment opportunities for Croydon creatives/artists
- ☐ Provides performance/participatory/development opportunities for the Croydon voluntary and/or emerging music sector
- ☐ Enables Deaf and disabled artists/audiences/participants to access activity which they might not be able to attend/take part in without additional support

Q9.b – Please explain how your project will meet the priorities for funding. Your response should be between 100 - 250 words.

Q10 – How will you monitor and evaluate your project to demonstrate its impact on audiences/participants and on your business/organisation?

How will you demonstrate that your project has been effective in reaching our aims. Your response should be between 100-200 words.

Q11 – How will you make sure your project reaches audiences/participants and/or meet the needs of specific groups?

Your response should be between 100 - 150 words.

Q12 – How will you manage your project? Your response should include the name of the lead person. For grants of £1000+ include how you will manage the budget, and if you have any financial systems to support you (i.e. appointed treasurer/accountant etc.). Your response should be between 150 - 300 words.

Q13 – Please tell us about your previous experience in managing projects or events. Please tell us about any skills you have now, or any you think you will develop in running this project. Your response should be between 100 – 150 words.

Q14 – Have you applied for any other grant funding or sponsorship towards this project? Please tell us from whom and if the funding is confirmed or if you are waiting to hear. Your response should be no more than 50 words.

☐ Yes ☐ No

Please give details:

Declaration

This application is submitted on behalf of the organisation named in question 1. The information given is correct to my knowledge. I have read, understood and accept the notes that came with this application form. I agree that you can check the information in it and any supporting documents with other people and organisations.

My organisation has the power to accept a grant, under your terms, and the power to pay back the grant if the terms are not being met. I understand that any misleading statements (whether deliberate or accidental) I give at any point during the application process, or any information I knowingly withhold, could mean my organisation's application is not

valid, in which case you will cancel the grant and claim back the money we have received, stop assessing and return the application, or withdraw any grant you offered my organisation.

My organisation will carry Croydon Council logos as required, including working with Croydon Council on the sign-off process. My organisation will complete all associated evaluation requirements.

I am authorised to put forward this application on behalf of my organisation. On behalf of my organisation, I agree that if we receive any grant from you for our project, we will keep to the standard terms of the grant and any further terms and conditions that will be set out in the grant offer letter.

Where relevant, our organisation has/will put in place safeguarding policies and procedures to protect any young people and vulnerable adults participating in/attending the project.

Our organisation will ensure our event is run in a safe and inclusive manner, we will adhere to any relevant entertainment and PRS licensing requirements. (Note: applications for Temporary Events Notices take at least 28 days. More information [here](#).)

☐

I have read the declaration

Name

Position

Date

--	--	--

Application checklist

This checklist is to help you include all the supporting documents. **Applications which do not include all the supporting documents requested will not be considered.** Please see the application guidelines for more information.

If you have problems supplying some of the requested documents please contact the London Borough of Culture team by email culture@croydon.gov.uk **before** sending in your application.

Please submit your supporting documents as email attachments or paper copies – we are unable to accept documents via file sharing services such as One Drive or Google Drive.

Photocopies / scanned copies or links to online copies of all these documents are acceptable

Does your project work with children or vulnerable adults? If so, you will need to send us your:

☐

Safeguarding Children Policy and / or

☐

Safeguarding Adults Policy

(see application guidelines for more information)

Privacy Notice

Croydon Council is collecting this information in order to award, publicise and monitor grants, and you may be contacted using the details provided, if further information is needed in order to do so.

In performing this service, the council may share your information with the panel members (including freelance staff), other organisations or departments, but only when it is satisfied that it is necessary to perform a public task, or to exercise its statutory duties to do so.

The council may also share your personal information for the purposes of the prevention, investigation, detection, or prosecution of criminal offences, but will not share your personal information, or use it for this, or any other purpose, unless provided for by law.

More detailed information about the council's handling of your personal data can be found in its privacy policy, available online at [Corporate privacy notice | Croydon Council](#) or on request.

Freedom of Information Act

The Freedom of Information Act 2000 gives members of the public the right to request any information that we hold. This includes information received from third parties, such as, although not limited to, grant applicants, grant holders, contractors and people making a complaint.

If information is requested under the Freedom of Information Act we will release it, subject to exemptions; although we may consult with you first. If you think that information you are providing may be exempt from release if requested, you should let us know when you apply.

Submitting your application

We prefer to receive applications by email, but you can submit your application by post or by hand if you wish to the Council offices: Zoe Denning, Culture, Leisure and Libraries, Level 3, Zone B, Bernard Wetherill House, 8 Mint Walk, Croydon, CR0 1EA.

Please make sure you submit all the supporting documents – applications cannot be accepted without them. See the Application Checklist for details.

It is important to remember that we are keen to receive your application, but you must take responsibility for ensuring the application reaches us, i.e. is emailed to the correct email address or has sufficient postage and is posted in time to the correct, full postal address. If posting your application we recommend that you take it to a post office to be weighed and also request a signature on receipt, or hand deliver it.

Please note:

- Our email system will not accept emails bigger than 20mb, even if you have used zip files. If you are sending documents with large file sizes (such as photos) you may need to split them over several emails.
- We will acknowledge receipt of your application by e-mail. If you have not had a receipt from us within three working days, please e-mail culture@croydon.gov.uk so we can make sure we have received it. Note this email address will not be monitored between 22 December 2026 - 5 January 2027.

Please send your completed application form and any supporting documents to: culture@croydon.gov.uk between Tuesday 8 September and Sunday 4 October, 11:59pm. Applications submitted outside of these dates will not be accepted.

You must mark the subject line of your application: Gigs Grants and the name of your organisation – for example: Gigs Grants, Croydon Arms

We will let you know if you have been successful within 14 working days of the deadline date.

If you have not submitted evaluation for any previous Croydon Council culture grants you will not be eligible to apply.