

Creative hubs for good

Creative Communities Learning Lab Grant

What is the Creative Communities Learning Lab?

The [Creative Communities Learning Lab](#) (CCLL) is a series of dynamic and accessible online learning modules for creative and cultural professionals around the world, designed with input from creative hub leaders from Southeast Asia and the UK.

Three courses were developed in early 2021 with the help of creative hub leaders and experts:

1. Digital communication strategy and management
2. Ways to monetise creative services
3. Bringing your training online

Following the positive feedback from the first three courses, which showed great demand for online learning among arts professionals, we are now looking to support the development and production of two more courses.

What are the Creative Communities Learning Lab Grants?

The grants will provide creative hubs the opportunity to create new partnerships and bring their training online based on their expertise and experiences. They are aimed at supporting the changing ways that hubs are delivering capacity-building offers to their audiences and members amidst on-going global challenges.

The grants will provide funding to UK-PH collaborative teams to develop a new online course. This continues the British Council's initiative to offer new online content by creative hubs and for creative hubs, creative entrepreneurs, arts managers and cultural professionals.

Successful applicants will receive support and guidance from the team who developed and produced the first three courses of the Creative Communities Learning Lab, [Creative Friction](#) (UK) and [Makerspace Manila](#) (PH).

The new courses will also be featured at the British Council's Creative Communities Learning Lab webpages.

The grant is part of the British Council Southeast Asian programme, Creative Hubs for Good, which seeks to support creative hubs to become more sustainable and impact-led.

Why should creative hubs apply?

This grant will:

- Help hub leaders to build new skills in developing their own online learning offers
- Empower and increase the confidence of hub leaders by promoting their expertise and roles in building their own learning offers
- Support the professional development of hub and community members through dynamic and highly relevant online learning content

Terms of Reference

Who can apply?

Creative hubs¹ and creative individuals from the Philippines and the UK can apply for this grant. Applications must be from a collaborative team consisting of at least one hub from the Philippines or the UK. Both parties must have taken at least one of the three existing [Creative Communities Learning Lab](#) courses:

1. Digital communication strategy and management
2. Ways to monetise creative services
3. Bringing your training online

Following the launch of this grant open call, the British Council will organise a [briefing session](#) that will also serve as a networking session for hubs who are looking to meet potential collaborators for their application.

How much is the grant?

Grants of up to PHP 412,200 (around £6,000) will be awarded to the selected hubs.

This will cover:

- Your time – including all professional fees
- Production of digital content (videos, graphics, copywriting, platform subscriptions, etc.)
- Any supplier fees or subject matter experts under a subcontract, including online course development advisors from the British Council's Creative Communities Learning Lab
- Sharing events and course promotions

What is the grant period?

Course development is between November 2021 and March 2022.

What are the outputs?

- One **free** online course consisting of:

¹ 'A creative hub is a place, either physical or virtual, which brings creative people together. It is a convener, providing space and support for networking, business development and community engagement within the creative, cultural and tech sectors.' - Creative HubKit, 2015, commissioned by the British Council

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- A series of English self-led micro lessons in the form of learning modules, enabled by engaging text, videos, bibliography or exercises that would require the learner no more than 3 to 5 hours to finish.
 - Topics should be relevant to the changing needs of creative professionals and offer something unique to target audiences.
 - The content of the modules can come from members of the hub or other subject matter experts. It can be based on existing workshops that the hubs are already delivering. Apart from sector and technical knowledge, it should highlight case studies and experiences from the UK and PH context.
 - The course can use the same platform as the Creative Communities Learning Lab courses (using Microsoft Sway) or other platforms.
 - Consultation sessions with the producers of British Council's Creative Communities Learning Lab (budget and time allocation to be determined by applicants in their proposal; budget should be allocated from £6,000 grant)
 - A sharing event organised by the grantees to launch the finished course and share the finished output with their hub/wider community
 - A post project report and survey response, which include:
 - Insights on the course development process and materials produced
 - Feedback on the experience working as a collaborative team
 - Feedback and testimonials from grantees and course testers
 - Recommendations for future course development
 - Number of learners reached during the sharing event

What are the criteria for selection?

- Relevance of online course topic and rationale on how it will benefit the (1) grant applicants as well as (2) its target audiences (20%)
- Course outline and accessibility features such as the inclusion of subtitles, transcripts, etc. (20%)
- Track record of the applicant in (1) delivering capacity-building activities to their communities, whether online or offline and (2) developing and producing the online course (20%)
- Sustainability plan for the online course in terms of long-term promotion and maintenance (at least a year) (20%)
- Feasibility of estimated cost breakdown and timeline (20%)

What are the important dates to remember?

Dates	Activity
08 October 2021	Launch of open call
19 October 2021, 16.00 – 17.00 (PH time) / 09.00 – 10.00 (UK time)	Grant briefing and hubs matchmaking (register here)
29 October 2021	Application deadline
06 November 2021	Grant recipients announced
06 November 2021 – 15 March 2022	Course development
15 March 2022	Course launch
31 March 2022	End of grant and submission of reports

What do I need to apply?

- Completed online [application form](#)
- **Course outline:** Must include course topic and rationale; content outline; target learners (who and how many learners are you targeting in the first year after launch? how will they benefit from the course); sustainability plan for the course (how will you maintain the free course after launch? what resources will you need? how will you benefit from having this online offer in the long-run?); chosen platform(s) for the course (MS Sway or others), any unique or accessibility features (e.g. transcripts, subtitles, etc.); subject matter experts and advisors involved (within or outside the project team); roles and responsibilities of course development team; communications plan for the launch and longer term; you may include any layout studies or images to support the course outline
- **Budget sheet:** Contains breakdown of costs and any additional funding support from other sources
- **Timeline:** You can opt to use a **Gantt chart** for project timeline and milestones
- **CVs of lead applicant and collaborator:** Highlight related experience in developing and producing online courses; delivering capacity building activities (on-site or virtual) to communities; Other skills and expertise you will need to successfully develop the online course
- **Certificate of completion:** You will need to complete any course *from the Creative Communities Learning Lab* courses to be eligible for this grant.
- **Proof of UK-PH partnership:** This can be email conversations, letters of support, or other documents which prove initial discussion with collaborators

How to apply?

Be sure to familiarise yourself with the [Creative Community Learning Lab \(CCLL\)](#) before you start your application.

[Online application form via British Council's Microsoft Forms](#)

Important – You will not be able to submit this form until you have completed all required fields. Once submitted, you will not be able to go back to make changes to your proposal. We suggest to draft your responses in a separate file to avoid loss of data. If you'd like to make changes before the deadline, you can submit another form and let us know which one we should refer to.

Please refer to the PDF document of the applications questions [here](#).

Questions?

For questions, clarifications and assistance, please contact us at arts@britishcouncil.org.ph