

Introduction

Grants for the arts

Grants for the arts is our Lottery-funded grant programme for individuals, arts organisations and other people who use the arts in their work. Grants are available for activities carried out over a set period and which engage people in England in arts activities and help artists and arts organisations in England carry out their work.

The application form asks you a series of questions about different parts of your project including artistic quality, public engagement, management and finance. This gives us information about you, the project you are applying for and your budget. We will use the information you give us in your application form to decide whether we will offer you a grant.

The next three screens are autofilled with information you have already provided. The purpose of these is for you to ensure the information is correct. If you need to make any amendments, you will need to go back to the applicants section and make amendments to your applicant profile.

Throughout the application portal, any items marked * must be completed.

Any free text boxes have a strict word limit. Please stick to this word limit as any additional text will be automatically deleted.

If at any time you would like to contact us, click contact us in the left menu bar for contact information.

Good luck with your application and save often.

Applicant details

Applicant name: University of Hull - Department of English

Applicant number: 50756838

Applicant type: Organisation

What is your organisation's legal name? University of Hull

What name is your bank account registered in? University of Hull

Please give any other names your organisation uses:

Which option most closely describes your organisation? School or college

Which option most closely describes your organisation's status? Other

If "Other", please specify: University of Hull

Which category most closely describes your organisation? Professional organisation

Are you a registered charity? No

Are you based within the European Union? Yes

Address information

Non-UK address or address not found:

Address name or number: UNIVERSITY OF HULL,

Street: Cottingham Road

Locality:

Town / city: HULL

Postcode: HU6 7RX

Main contact number: 01482 466495

Email address: e.salter@hull.ac.uk
**(Organisation email address
if applicant is an organisation)**

Website address: <http://www.hull.ac.uk>

Fax number:

Your contact information

| Contact type | Main contact | First name | Last name | Primary contact number | Email |
|---------------------|--------------|------------|-----------|------------------------|----------------|
| Financial authority | Yes | Jonathan | Cant | 01482 466359 | rfo@hull.ac.uk |

Contact details

Contact type: Financial authority

Is this the main contact for the applicant?

First name: Jonathan

Middle name:

Last name: Cant

Position: Research Grants & Contracts Manager

Primary contact number: 01482 466359

Alternate contact number:

Mobile phone number:

Email address: rfo@hull.ac.uk

Fax number:

Financial background

In what year was your organisation formed? 1927
What is your organisation's company number? RC000654
(if applicable)
What was your organisation's income in the last full financial year? (£) £181,277,000

If you are a new organisation, please estimate your income for the first year.

Actual

Advice received

Advice from Arts Council England

Have you received any advice from the Arts Council? Yes

Website: Guidance videos, Information sheets, How to apply guidance

Event: Took part in workshop or group advice session

Advice from Customer Services:

Name of the member of staff (if known):

Advice from a member of staff in an Area office (a Relationship Manager or Assistant): In person, By phone

Name of the member of staff (if known): Stephen May and Karen Durham

Advice from other sources

Have you received advice from other sources (excluding local authorities)? Yes

If yes, please provide details of the advice received:

Hull2017 Culture Company programme meetings regarding integration of project into planned literary provision for the City of Culture

Basic details

Project information

Please give a concise description of the activity you are asking us to support.

No more than 600 characters. Please read the Basic details section of the How to apply guidance for information on how to complete this section.

A year-long programme of literary-centred events and projects that transfers literary and creative writing expertise at the University of Hull to individuals and arts and social organisations across the city. Texts connected with Hull will form the starting point for trans-disciplinary explorations of their historic and contemporary relevance. We will commission artists and curators to work on participatory-arts projects that will inform symposia, readings and creative workshops. These will engage audiences beyond the campus with the best in scholarship and creativity. Creative entrepreneurship, and the use of the arts as a means of generating aspirations for higher education, shapes our programme.



Amount requested

Here we want you to tell us the amount you will be requesting from us, including any access costs. If you are deaf or disabled or experience learning difficulties there may be extra costs relating to your own access needs that you will need to pay to help you manage your activity. For example, payment for a sign language interpreter to help you manage your activity. To find out more about personal access costs please read the Expenditure section of the How to apply guidance.

Please tell us the total amount you are requesting from us, including any personal access costs (£): £69,000

To find out if you are eligible for personal access costs to help manage your activity please refer to the section headed 'Access' in the 'How to apply' guidance.

How much of this request is for your personal access costs (£): £0

Do you, or does your organisation object to receiving National Lottery funding for religious reasons? No

Activity dates

Please enter the start and end dates for your activity. You must allow enough time to plan your activity and for us to process your application.

We need twelve weeks to process applications for over £15,000.

Activity start date: 01/11/2016

Activity end date: 01/04/2018

Artistic quality

In this section we want you to tell us about you and your artistic work, some more detail about the activity you would like to do, and how this activity will help you or your organisation develop. We also ask about any other artists you may be working with, what their role is, and why you have chosen to work with them. Please read the Artistic quality section of the How to apply guidance for information on how to complete this section.

Please provide a brief summary of your (or your organisation's) recent relevant artistic work, experience and achievements:

No more than 1500 characters.

Freelance creative director Dr John Wedgwood Clarke (P/T lecturer in creative writing at University of Hull) directed ACE RFO Wordquake for ten years and founded both the Beverley Literature Festival and Bridlington Poetry Festival. He has directed/been lead artist on many other Arts Council-funded projects, including the Cultural Olympiad project 'Sea Swim', 'Dump', and 'Dictionary of Stone.' A previous Leverhulme Artist in Residence, Clarke specialises in cross-artform and collaborative practices involving museums, visual artists and scientists.

In addition to events organised by Larkin Centre, Culture Cafe and Lunch Readings, the English Department offers a year-round programme of public lectures and seminars. Our team of academics and creative writers have expertise ranging from Old Norse through to contemporary writing in a range of genres, from experimental poetry through to creative non-fiction. We work closely with local schools. Our 2015 one-day Sixth Form Conference involved 250 students in a range of taster sessions. We have hosted Man Booker writer's and run successful children's literary events. The department's new Creative Entrepreneurship programme has seen our students take up internships with key cultural providers in the city of Hull. Our faculty has hosted artist residencies, and runs a year-long, nationally significant programme of arts events across a wide range of disciplines including theatre, classical music, film, sound-art etc.

What is your proposed artistic activity, and what do you want to achieve by doing it?

No more than 1500 characters.

A year-long programme of events combining our research with participatory-arts practices. Four texts connected with Hull provide artistic reference points for the programme and inform our cross-artform events. There will also be four, related, year-long projects:

1. The Garden: Andrew Marvell's poem 'The Garden' used as starting point to explore human/natural, sustainability and eco-aesthetics. Artist's residency at Rooted in Hull will engage the public in growing and making art. Closes with a harvest festival of words/ performance and vegetables during the BBC's poetry

festival.

2. Hull Rises: bread is central to religious practices, myths and fairy tales. Hull was/is centre for milling and baking. Related plays by Plater and Bean will inform the project. An artist's residency established at Weston Library to make feasts of words, images, performances and fresh bread. International, digital writing exchange about bread with British Council (BC)

3. Bridges to Everywhere: a translation project exploring East Coast/Baltic trade links, with BC, BBC, emerging/mid-career Hull writers and international writers (through BC). Themes: harbours, boats, swimmers. Engages schools/communities in translation activities. Leads to translation symposium/conference. Poems launched throughout year on P&O ferries.

4. Late Vocations works with '3rd Age' emerging artists/interpreters. Draws on research by English department/ University of Hull's faculty of Health.

Quarterly repeat-format events include: international writer's event + masterclass; new poets series curated by students; pop-up readers' debates; multi-artform symposia dedicated to the selected book/theme; literary + creative-writing walks + workshops in partnership with RIBA.

No more than 1500 characters.

We want to develop new creative methodologies for the way the university research (including practice-based research) is shared with the public. We want to do this in a pleasurable, non-intimidating way, that combines physical activity with creative and intellectual exploration. We want to catch people off-guard, surprise them into creativity, and show how much we have to offer. Our overall aims are:

1. use Hull2017 City of Culture to reach into the city and transform the way we engage with visitors and residents;
2. build and sustain audiences for research and establish programme for literature that innovates beyond the established formats;
3. establish/develop new/existing partnerships with organisations to share research, enhance student/ staff engagement with the creative and employment opportunities;
4. build lasting relationship with Hull Libraries to ensure knowledge transfer between academics, creative writers, librarians and the public;
5. work with our 'Institute for Creativity' to evaluate impact of socially-engaged participatory art practices and research;
6. inspire, train and launch new generation of creative/ cultural entrepreneurs, improving the diversity of practitioners in the creative industries;
7. to welcome potential students and families on campus to enjoy programme and experience word-class facilities.

Our programme builds capacity through sustained, grass-roots work. We're uniquely positioned to do this. Our work supports and feeds into all other literary activities in Hull2017.

Why is this activity important for your artistic development?

No more than 1500 characters.

The English department has a history of excellence in research and public engagement through lectures, seminars, readings and performances. With developments in creative writing as an academic discipline, increased practice-

based research in the faculty, and changes in the internal organisation of the University, we need to develop trans-disciplinary working practices that integrate the creativity of scholarly research with the creativity of 'practice-based' research. The City of Culture provides an extraordinary opportunity for researchers of both kinds to share their work on a national and international stage.

These activities allow us to develop innovative contexts in which scholars, artists and participants/ audiences can meet to test ideas through debate, making art and shaping places. This is a new way of staging research for the university.

In partnership with the Institute for Creativity at the University of Hull, these activities will enable us to develop and test new methods for sharing our creative research and maximising/ measuring the way it impacts on the city. This will place artists at the heart of the Hull2017 evaluation process.

It will enable us to develop and renew partnerships with the BBC, British Council (BC), First Story, Hull Libraries and Archives, Humbermole, Freedom Festival, and visiting artists, allowing Hull University-based artists, students, scholars and participants to develop new work through creative exchanges at a national and international level.

No more than 1500 characters.

The University of Hull is a major partner with Hull2017 and is investing heavily in the City of Culture. This activity will allow us to develop a visible artistic programme commensurate to the investment in evaluation, research and arts infrastructure (e.g. refurbishing of Middleton Hall as a multi-artform performance space).

This will allow us to work with artists of international status, professional curators and to take risks. This will significantly enhance our profile as a provider of artistic experiences and research.

It will allow us to develop our artistic/ creative entrepreneurship training of students through hands-on practical project experience. The activity be integrated into our teaching processes and allow us to develop our specialism in this area at a unique moment in the history of the University.

By using participatory, trans-disciplinary techniques derived from a re-exploration of socially engaged arts practitioners e.g. Arte Povera, Fluxus, Situationism etc. we will enter into a wider debate taking place exploring the function of contemporary arts as a way of shaping/ mapping social change.

What will be the wider impact of the project? Please include reference to sector development, artform impact and legacy where appropriate:

No more than 1500 characters.

The University is an 'anchor' institution. It has a responsibility to increase participation in higher education and to shape the future of the City of Hull through the quality of its research, teaching and public engagement. This activity will allow us to enhance the realisation of these responsibilities through exploring new ways to achieve them. It allows us to take risks and to define a

new model for university engagement with the community it serves.

Our department is at the forefront of teaching collaborative-arts practices and creative entrepreneurship and this activity will enable us to further enhance the experience of students interested in working in the creative industries. We are acutely aware of the economic disincentives that often operate as a barrier to careers in the arts for students from lower or deprived socio-economic, and BAME backgrounds. We see our work in this area as demonstrating the range of career opportunities available to those who study arts degrees.

Our Enterprise Centre incubates culture-sector start-up businesses. We will work with them to extend the impact of the student engagement with the City of Culture.

The University's Institute for Creativity, established in 2016, will use this activity to inform its cultural strategy for the City of Hull post Hull2017. The institute director recognises that artists are innovators and experts in the area of evaluation. This activity will demonstrate the value of integrating arts practice with a research institute.

Sustained, year-round work is needed to establish the infrastructure necessary for Hull to thrive culturally post Hull2017. This project will create a legacy of regional national and international partnerships.

Who is involved

Artists

Please list the main additional artists involved in your activity using the tool below, up to a maximum of 10 artists. Do not include yourself if you are the main artist. (If you are working with any individuals who are helping to deliver or manage your activity, please tell us about them later on in the separate Partners section of the application form.)

Please read the Artistic quality section of the How to apply guidance for information on how to complete this section.

To add an artist

To add artists and start to create the table, click the 'Add new item' icon on the left of the screen.

To add more than one artist, use the 'Save and Add Another' button.

| Artist's name | Role in activity | Confirmed or expected | Contribution |
|-------------------------|---|-----------------------|--|
| Dr John Wedgwood Clarke | Creative Director | Confirmed | Clarke will provide creative direction and management of the project and partnerships. ... |
| Sarah Jane Dickenson | Writer (Hull Rises) | Confirmed | Sarah Jane Dickenson is a playwright and academic. She has been commissioned by organ... |
| Ray French | Writer | Confirmed | Ray French's two novels, All This Is Mine and Going Under are published by Vintage and ... |
| Sue Roberts | BBC Producer/ Artistic Director (Poetry Festival) | Confirmed | Sue Roberts is the artistic director/ producer of the BBC's 'Everything to be Said' poe... |
| Lara Goodband | Curator | Confirmed | Will curate the The Garden and Hull Rises, using her 20yrs experience of curating conte... |
| Heather Phillipson | Lead Artist for The Garden | Expected | Visual artist and poet skilled in working language and film to create installations etc... |
| David Blandy | Lead Artist for The Garden | Expected | Lead artist for the Garden exploring nature/ artifice through installation/ film/ sculp... |
| Bedwyr Williams | Lead Artist for The Garden/ Hull Rises | Expected | Will make new work exploring bread making and the revival of interest in 'artisanal' ba... |
| Laura Wilson | Lead Artist for Hull Rises | Expected | Performance artist/ filmmaker/ installation-maker with interest in working with dough a... |
| Mikhail Karikas | Lead Artist for Hull Rises | Expected | Performance artist, installation-maker, film-maker who will explore the cultural histor... |

Artists

Artist's name: Dr John Wedgwood Clarke

Role in activity: Creative Director

Confirmed or expected: Confirmed

Artist's website: <http://www2.hull.ac.uk/fass/english/ourstaff/clarke>

Please outline how this artist will contribute to the activity and give a brief description of their work:

Clarke will provide creative direction and management of the project and partnerships. He will contribute creative writing teaching and writing where appropriate. He has twenty years experience of working the creative industries, including running successful literary festivals, projects and organisations including Beverley Literature Festival, Sea Swim, Dump and Dictionary of Stone. His work has won or been shortlisted for a number of international prizes.

Artists

Artist's name: Sarah Jane Dickenson

Role in activity: Writer (Hull Rises)

Confirmed or expected: Confirmed

Artist's website:

Please outline how this artist will contribute to the activity and give a brief description of their work:

Sarah Jane Dickenson is a playwright and academic. She has been commissioned by organisations as diverse as the Goethe-Institut to the Wellcome Trust, to create plays as part of major international festivals marking historic events as well as reflecting experiences of minority groups under pressure in Britain. Her work has been produced in a variety of settings from theatres, community centres, schools and prisons, working extensively with large and small casts in participatory and community settings. Her latest plays to go in to print are CBA and That Berlin Moment, both published by Barbican Press. She currently works in the Drama department at the University of Hull, UK.

Artists

Artist's name: Ray French

Role in activity: Writer

Confirmed or expected: Confirmed

Artist's website:

Please outline how this artist will contribute to the activity and give a brief description of their work:

Ray French's two novels, All This Is Mine and Going Under are published by Vintage and were translated into four European languages; His third novel, Welcome To The Reservation, will be published in 2017. He has also published a collection of short stories, and contributed to a collection of memoirs (Four Fathers, Route, 2006).

Artists

Artist's name: Sue Roberts

Role in activity: BBC Producer/ Artistic Director (Poetry Festival)

Confirmed or expected: Confirmed

Artist's website:

Please outline how this artist will contribute to the activity and give a brief description of their work:

Sue Roberts is the artistic director/ producer of the BBC's 'Everything to be Said' poetry festival.

Artists

Artist's name: Lara Goodband

Role in activity: Curator

Confirmed or expected: Confirmed

Artist's website:

Please outline how this artist will contribute to the activity and give a brief description of their work:

Will curate the The Garden and Hull Rises, using her 20yrs experience of curating contemporary art (specialising in participatory art) to assist artists and interpret their work. Will curate final shows/ events/ and evaluation. Responsible for day-to-day running of projects.

Artists

Artist's name: Heather Phillipson

Role in activity: Lead Artist for The Garden

Confirmed or expected: Expected

Artist's website: <http://www.heatherphillipson.co.uk>

Please outline how this artist will contribute to the activity and give a brief description of their work:

Visual artist and poet skilled in working language and film to create installations etc. Ideal artist for working with literature. Will create installation for The Garden.

Artists

Artist's name: David Blandy

Role in activity: Lead Artist for The Garden

Confirmed or expected: Expected

Artist's website: <http://davidblandy.co.uk>

Please outline how this artist will contribute to the activity and give a brief description of their work:

Lead artist for the Garden exploring nature/ artifice through installation/ film/ sculpture.

Artists

Artist's name: Bedwyr Williams

Role in activity: Lead Artist for The Garden/ Hull Rises

Confirmed or expected: Expected

Artist's website: <http://www.bedwyrwilliams.com>

Please outline how this artist will contribute to the activity and give a brief description of their work:

Will make new work exploring bread making and the revival of interest in 'artisanal' baking. Installation/ film/ performance/ drawing/ sculpture.

Artists

Artist's name: Laura Wilson

Role in activity: Lead Artist for Hull Rises

Confirmed or expected: Expected

Artist's website: <http://www.laurawilson.me/works/default.html>

Please outline how this artist will contribute to the activity and give a brief description of their work:

Performance artist/ filmmaker/ installation-maker with interest in working with dough as live sculptural material.

Artists

Artist's name: Mikhail Karikas

Role in activity: Lead Artist for Hull Rises

Confirmed or expected: Expected

Artist's website: <http://www.mikhailkarikas.com>

Please outline how this artist will contribute to the activity and give a brief description of their work:

Performance artist, installation-maker, film-maker who will explore the cultural history of dough/ bread-making in the city of Hull

Beneficiaries

Tell us how many people you estimate will engage with your activity. On the two next pages you will have the opportunity to tell us more about your intended audiences and participants.

People who will benefit from your activity

| Beneficiary Type | Number of people who will be benefiting from this activity | Number of people benefiting from your activities over the last 12 months |
|--|--|--|
| Artists | 92 | 12 |
| Participants | 2,280 | 540 |
| Audience (live) | 6,670 | 2,025 |
| Audience (broadcast, online, in writing) | 422,000 | 142,000 |
| Total | 431,042 | 144,577 |

Results of your activity

Please estimate the outcomes of your activity in the categories below. Enter '0' (zero) for any item that is not relevant.

| Activity Results | Estimated |
|---|-----------|
| Number of new products or commissions | 99 |
| Period of employment for artists (in days) | 380 |
| Number of performance or exhibition days | 187 |
| Number of sessions for education, training or participation | 166 |

Divide the day into three sessions (morning, afternoon and evening). A session is any one of these.

Audience

On this screen we ask you to give us some more details about the audience(s) your activity is aimed at.

By 'audience' we mean people who are going to experience your activity as viewers, listeners or readers but are not actively involved in the activity.

Please only give details on this screen for audiences – we will ask you about participants on the next screen.

Tick here if your activity is specifically aimed at any particular age group of audience.

Tick here if your activity is specifically aimed at any identified ethnic groups as audiences.

Tick here if your activity is specifically aimed at disabled people as audience.

Tick here if your activity is specifically aimed at individuals or groups with a particular sexual orientation identity as audience.

Tick here if your activity is specifically aimed at either male, female or 'trans* Audiences.

Participants

On this screen we ask you to give us some more details about the participants your activity is aimed at, if any.

By 'participants' we mean people who are actively involved in your activity (other than the artists or others leading the activity) by devising, creating, making, presenting or performing.

Please only give details on this screen for participants – we have already asked about audiences on the previous screen.

Tick here if your activity is specifically aimed at any particular age group of participants.

Tick the age group(s) that you expect to be significantly represented among participants. Participant type - Age - Aged 60 to 64, Participant type - Age - Aged 65 and over, Participant type - Age - Aged 16 to 19, Participant type - Age - Aged 20 to 24, Participant type - Age - Aged 25 to 59, Participant type - Age - Aged 5 to 11, Participant type - Age - Aged 12 to 15, Participant type - Age - Aged under 5

Tick here if your activity is specifically aimed at any identified ethnic groups as Participants.

Tick here if your activity is specifically aimed at disabled people as participants.

Tick here if your activity is specifically aimed at individuals or groups with a particular sexual orientation identity as Participant.

Tick here if your activity is specifically aimed at either male, female or 'trans* Participants.

Public engagement


Please read the Public engagement section of the How to apply guidance for information on how to complete this section.

Who will engage with this activity? Tell us about the target audiences or people taking part, and how they will engage with the activity. If the activity will not engage people immediately, e.g. some research and development activities, please tell us about who you anticipate will engage with your work in the longer term:

No more than 1500 characters.

Everyone interested in art, gardening, literature and baking! Engagement is the artwork and the activity. We will use activities that cut across cultural and socio-economic boundaries to bring together the most diverse audience possible to engage with the art and ideas explored through the Word is Hull.

Each element will use different engagement techniques.

1. Hull Rises will run baking and writing workshops in schools as well as at libraries/community venues and at participating bakeries. Writing and bread  will be shared at the end of each session. We will work with artisanal bakers to produce sourdough loaves made with yeast from Hull and partner cities of culture. In partnership with the British Council we will explore bread-making across diverse cultures that make up Hull, focusing on the Polish community.

2. The Garden gives us a daily presence in the city. Anyone who visits the city farm will engage directly or indirectly with the artist-in-residence or research academics. Visitor of all ages will be encouraged to explore, through writing, talking and planting, the way we think about 'nature' in the city and 'nature' as part of a landscape shaped by industrial food production.

3. Bridges to Everywhere will work with writers, schools, community groups, Hull2017 Education, BBC and British Council to engage Hull in acts/art of translation in the widest sense: from the translation of poetry to the translation of picture books and recipes.

4. Late Vocations will work with over 60s within and outside healthcare settings.

Participants in our four engagement project will be directed to our seasons of readings, lectures, performances, discussions and debates, to build a core audience of literature in the city.

Please describe how you will reach your target audience or participants, in the short or long term, and give details of your proposed marketing activities where appropriate:

No more than 3000 characters.

Our work is deliberately pitched at a grass-roots level in order to complement the work of other literary activities and festivals in the city. Therefore, in addition to what we do, our marketing activities will be amplified by our partners. Partnership working is key to reaching new and existing audiences and participants.

The University has a successful communications team who will support the project and ensure that existing university audiences know about our programme through print, online, social media and broadcast formats.

Our work has been shaped through dialogue with Hull2017 Culture Company and will form part of their marketing offer to audiences for literature and cross-artform activities during Hull2017. Our close relationship with Hull2017 Education, as well as our existing relationships with schools, ensures access to our target audience in education.

The BBC have agreed to support both The Garden and Hull Rises and they will feature in the new BBC spoken word festival for Hull. For instance, our planned Harvest Festival of food and words will take place during the festival and broadcasts may take place from the City Farm site.

Our work with the British Council and the Polish Embassy help us to reach the Polish community in Hull. Our academics have excellent local and international partners in schools and universities. Hull2017 will support our translation work with schools. We are working with P&O Ferries to display results of the project.

Late Vocations, Hull Rises and The Garden all fit well with Freedom Festival's plans for Hull2017 and we will co-promote and share audiences.

In addition to this, our Creative Director and Curator will be responsible for the more intensive, nuanced, audience-development work with communities. We know that trust and sustained commitment is essential to encourage hard-to-reach audiences/participants. We also know that a great way to bring new audiences to events is through engaging children in projects. Our freelance staff will be responsible for a sustained social-media campaign narrative across 2017. All participating artists and academics will be expected to support the social media campaign.

Print will be used to support individual projects and for programme. Social media will direct audiences to relevant websites of partner organisations. The full programme will be hosted on the University of Hull website.

Our work on books connected with the sea, and our resulting partnership with Invisible Dust, Ferens Art Gallery, Yorkshire Water and Sea Swim will lead to co-promotion and national media coverage.

We will work closely with Humber Youth, Beverley Literature Festival and Bridlington Poetry Festival to co-promote shared events and each other's programmes.

There will be exhibitions/ installations at Rooted in Hull and hi-viz bread & literature related events across the city. A new play devised by writers at Hull University will explore the history of bread and bread making in the city.

All our projects are designed to be eye-catching to media and to use non-threatening everyday activities to draw people into making and engaging with art and discussion.

How do I make a comment?

Finance

The Finance section will ask you to complete a budget for your activity, and to answer some questions about how you will manage your budget. Please read the Finance section of the guidance carefully before you begin.

Key things to remember about budgets:

- Your budget has to balance (your income needs to be the same as your expenditure).- We expect you to find at least 10% of the total cost of your activity from other sources.- We need to be able to see how you have worked your figures out, so please break them down clearly.- Your budget should be for the total cost of the activity you are applying to do.
It is important to remember that the spending (expenditure) and income for your activity should match.

Please use full pounds only and no pence (for example, '£1,167').

Please check your figures carefully. If you do not fill in this section correctly, we cannot process your application.

Income

On this page you should enter all the cash and in kind income for your activity.

The table at the top of the page is a snapshot of the information you are entering, and will calculate your total income for you as you work. This table is not editable. The table already includes the amount you are requesting from Arts Council England so you do not need to add this.

The details about each item of income that you add will be shown in the list at the bottom of the page. You should make sure that you show how your figures have been calculated in the 'Description' field, for example:

Ticket sales (7 dates @ 60% of 100 capacity x £8 ticket price) £3,360

You should enter all your cash income on this page, as well as any Support in kind you will receive. Please read the Support in kind section of the How to apply guidance for information on how to complete this section.

To add an income line

To add each income line, click the 'Add new item' icon on the left of the screen. To add more than one line of income, use the 'Save and Add another' button.

Income summary



| Income heading | % Project value | Amount (£) |
|-------------------------------------|-----------------|-----------------|
| Earned income | 5.84% | £11,800 |
| Local authority funding | 0.00% | £0 |
| Other public funding | 34.62% | £70,000 |
| Private income | 0.00% | £0 |
| Income total (cash) | 40.45% | £81,800 |
| Support in kind | 25.42% | £51,410 |
| Arts Council England Funding | 34.12% | £69,000 |
| Income total | 99.99% | £202,210 |

Expected vs confirmed summary

| Income heading | % Project income | Amount (£) |
|---------------------|------------------|-----------------|
| Expected | 12.61% | £16,800 |
| Confirmed | 87.39% | £116,410 |
| Income total | 100.00% | £133,210 |

Please tick the box if you have less than 10% funding from sources other than the Arts Council.

You will need to explain what the exceptional circumstances are that have prevented you from sourcing the minimum 10% partnership funding when you tell us about your approach to raising as much money as you can.

| Income heading | Description | Expected or confirmed | Amount |
|----------------------|---|-----------------------|---------|
| Other public funding | Hull2017 Programme Fund | Confirmed | £50,000 |
| Other public funding | British Council  | Confirmed | £15,000 |
| Other public funding | James Reckett Trust  | Expected | £5,000 |
| Earned income | Conference Income 450 @ £20/day | Expected | £9,000 |
| Earned income | New Poets/ International Readings 8 x 50 audience @ £5 | Expected | £2,000 |
| Earned income | Homing in on Hull workshops 80 participants @ £10/ session | Expected | £800 |
| Support in kind | Academic/Artistic/ Staff Cost supplied by University of Hull | Confirmed | £46,309 |
| Support in kind | Marketing support from University of Hull | Confirmed | £2,705 |
| Support in kind | University of Hull2017 co-ordinator | Confirmed | £2,396 |

Income details

Income heading: Other public funding
Description: Hull2017 Programme Fund
Expected or confirmed: Confirmed
Amount (£): £50,000

Income details

Income heading: Other public funding
Description: British Council
Expected or confirmed: Confirmed
Amount (£): £15,000

Income details

Income heading: Other public funding
Description: James Reckett Trust
Expected or confirmed: Expected
Amount (£): £5,000

Income details

Income heading: Earned income
Description: Conference Income 450 @ £20/day
Expected or confirmed: Expected
Amount (£): £9,000

Income details

Income heading: Earned income

Description: New Poets/ International Readings 8 x 50 audience @ £5

Expected or confirmed: Expected

Amount (£): £2,000

Income details

Income heading: Earned income

Description: Homing in on Hull workshops 80 participants @ £10/ session

Expected or confirmed: Expected

Amount (£): £800

Income details

Income heading: Support in kind

Description: Academic/Artistic/ Staff Cost supplied by University of Hull

Expected or confirmed: Confirmed

Amount (£): £46,309

Income details

Income heading: Support in kind

Description: Marketing support from University of Hull

Expected or confirmed: Confirmed

Amount (£): £2,705

Income details

Income heading: Support in kind

Description: University of Hull2017 co-ordinator

Expected or confirmed: Confirmed

Amount (£): £2,396

Expenditure

On this page you should enter all the cash expenditure for your activity.

The table at the top of the page is a snapshot of the information you are entering, and will calculate your total expenditure for you as you work. This table is not editable. The table already includes any Support in kind you added on the Income screen so you do not need to add this.

The details about each item of expenditure that you add will be shown in the list at the bottom of the page. You should make sure that you show how your figures have been calculated in the 'Description' field. For example, you should show the number of days and the daily rate for any fees shown.



To add an expenditure line

To add each expenditure line, click the 'Add new item' icon on the left of the screen. To add more than one line of expenditure, use the 'Save and Add another' button.

Spending (expenditure) summary

| Expenditure heading | % Project value | Amount (£) |
|---|-----------------|-----------------|
| Artistic spending | 64.78% | £131,000 |
| Making your performance accessible | 0.00% | £0 |
| Developing your organisation and people | 0.00% | £0 |
| Marketing and developing audiences | 4.95% | £10,000 |
| Overheads | 0.00% | £0 |
| Assets - buildings, equipment, instruments and vehicles | 0.00% | £0 |
| Other | 4.85% | £9,800 |
| Additional access or support cost you need to manage the activity | 0.00% | £0 |
| Expenditure total (cash) | 74.58% | £150,800 |
| Support in kind | 25.42% | £51,410 |
| Expenditure total | 100.00% | £202,210 |

Total income (for information): £202,210

| Expenditure | Description | Amount |
|------------------------------------|--|---------|
| Artistic spending | Creative Director  | £20,000 |
| Artistic spending | Books, materials, sundries | £6,000 |
| Artistic spending | 3 cross-artform conferences/symposia @ £5000/ conference | £15,000 |
| Artistic spending | New Poets/ International Readings/ masterclasses 8 x £1000 (average) | £8,000 |
| Marketing and developing audiences | Marketing and additional print  | £10,000 |
| Artistic spending | 3 x residences for Hull Rises and The Garden + £5000 expenses/mater... | £35,000 |

| | | |
|------------------------|---------|------------|
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| | | |
|-------------------|--|---------|
| Artistic spending | Homing in on Hull artists fees 24 days @ 250/day | £6,000 |
| Artistic spending | Bridges to Everywhere/translation project 40days @ 250/day + £5000 ... | £15,000 |
| Artistic spending | Late Vocations 24 days artists fees @ £250/day | £6,000 |
| Artistic spending | Curator for Hull Rises and The Garden 80 days @ £250/day | £20,000 |
| Other | Contingency | £9,800 |



Expenditure details

Expenditure heading: Artistic spending

Description: Creative Director

Amount (£): £20,000

Expenditure details

Expenditure heading: Artistic spending

Description: Books, materials, sundries

Amount (£): £6,000

Expenditure details

Expenditure heading: Artistic spending

Description: 3 cross-artform conferences/symposia @ £5000/
conference

Amount (£): £15,000

Expenditure details

Expenditure heading: Artistic spending

Description: New Poets/ International Readings/
masterclasses 8 x £1000 (average)

Amount (£): £8,000

Expenditure details

Expenditure heading: Marketing and developing audiences

Description: Marketing and additional print

Amount (£): £10,000

Expenditure details

Expenditure heading: Artistic spending

Description: 3 x residences for Hull Rises and The Garden +
£5000 expenses/materials

Amount (£): £35,000

Expenditure details

Expenditure heading: Artistic spending

Description: Homing in on Hull artists fees 24 days @ 250/day

Amount (£): £6,000

Expenditure details

Expenditure heading: Artistic spending

Description: Bridges to Everywhere/translation project 40days
@ 250/day + £5000 travel budget

Amount (£): £15,000

Expenditure details

Expenditure heading: Artistic spending

Description: Late Vocations 24 days artists fees @ £250/day

Amount (£): £6,000

Expenditure details

Expenditure heading: Artistic spending

Description: Curator for Hull Rises and The Garden 80 days
@ £250/day

Amount (£): £20,000

Expenditure details

Expenditure heading: Other

Description: Contingency

Amount (£): £9,800

Finance questions

Please read the Finance section of the How to apply guidance for information on how to complete this section.

Income

Please describe your approach to raising as much money as you can from other sources. Identify which other sources of funding you have applied to, and the progress of any other applications you have made (including the date you will know the outcome):

No more than 1500 characters.

Over the past twelve months we have worked closely with Hull2017 Culture Company to secure £50000 matched funding for this project. This has involved intensive programme discussion.

We have worked hard to build a strong, new working relationship with the British Council which has led to their investment in the project.

A new relationship between Hull Libraries has been established, leading to their financial commitment to the project.

When the next funding opportunity arises, we plan to apply to the Clore Duffield foundation to develop additional outdoor creative-writing learning opportunities exploring the relationship between ecology and poetry. This will supplement The Garden.

Expenditure

Briefly tell us about your experience in managing budgets, and describe how you will manage the budget:

No more than 1500 characters.

John Wedgwood Clarke managed an ACE RFO/NPO for ten years and has managed many Arts Council funded GfA projects and their associated budgets. The University of Hull has a dedicated research office and finance office used to managing multi-million pound projects from a range of different funding sources. All expenditure and income will be managed according to University of Hull financial auditing procedures.

Please describe how any fees, rates and purchases have been calculated:

No more than 1500 characters.

We have based our daily rates for artists and writers on industry-standard fees.

At a time of intense downward pressure on fees for artists, we believe that is ethical to continue to pay minimum daily rates set out by the national artistic organisations including National Association of Writers in Education, Society of Authors, the visual arts organisations AN and Engage.

Support in kind

Please use this box to explain your support in kind in more detail, if necessary:

No more than 1500 characters.

Our support in kind is calculated by our research department to recognise the full economic costs of the academics and practice-based researchers who will be contributing to this project. An attached document contains the detailed breakdown of the costs the university will incur by providing the service of those involved in the research and delivery of the The Word is Hull. In addition to this document, there are additional costs of:

10 days senior marketing support @ £270.50 = £2705

20 days research time Dr S J Dickenson = £6817

10 days programme co-ordination by Marianne Lewsley-Stier = £2396

Partners

In this section of the application form we want you to tell us how you will manage your activity. We will ask you to tell us about any other partners involved in the activity, where it will be taking place and how you will manage and evaluate the activity. We will ask you to complete a timeline of the key stages of your activity.

Please read the Management section of the How to apply guidance for information on how to complete this section.

Activity partners

Here we ask you to tell us about any other partners involved in the activity, their role in the project and the status of their involvement.

If your activity involves working with other organisations or partners to support its management and/or delivery, please list them using the tool below.

The table at the bottom of the page will populate with the information you enter about the partners involved in your activity.

Please provide a brief summary of your and your partners' recent experience in managing similar types of activity:

No more than 1500 characters.

Dr John Wedgwood Clarke directed the ACE-funded Beverley Literature Festival (10 days & 60+ events) and Bridlington Poetry Festival (3 days 30+ events). He co-directed the Cultural Olympiad participatory-art project Sea Swim, which explored the influence of sea bathing on creativity. This project changed lives and had a powerful educational impact. Its success has been recognised by subsequent Arts Council GfA awards: the project continues. It involved residencies, public swims (with creative writing), exhibitions, performances, installations and readings. He is skilled in marketing, project-direction and offering the artistic vision and leadership necessary to deliver innovative participatory arts projects and literary programmes.

The University of Hull delivers a year-round programme of arts events, activities and debates, with a reputation for literary excellence, attracting Booker Prize authors to deliver masterclasses and readings on campus.

The British Council organises international literary exchanges and translation projects. Walking the City project is pertinent to The Word is Hull.

Hull2017 Culture Company: national and international experience of delivering arts events and programmes.

Freedom Festival: new creative director with many years experience of delivering innovative public arts events. The festival regularly delivers a programme of events and educational projects.

Hull Libraries: expert in reader/writer development.




BBC: Experience through Writers Room, Drama and Poetry commissioning, festival broadcast production.

Faculty of Health and Social Care 'Taking Care with Word' project: creative writing in health care.

Rooted in Hull/ City Farm for Hull: Project director experienced in multi-agency work/ project delivery.

To add a partner

To add a partner and start to create the table, click the 'Add new item' icon on the left of the screen. To add more than one partner, use the 'Save and Add another' button.

| Partner name | Main contact | Email address | Role in activity | Confirmed or expected |
|---|---------------------|---------------------------------------|----------------------------------|-----------------------|
| Hull2017 Culture Company | Henrietta Duckworth | Henri.Duckworth@hull2017.co.uk | Executive Producer | Confirmed |
| Freedom Festival | Mikey Martins | mikey@freedomfestival.co.uk | Artistic Director and Chief... | Confirmed |
| Hull Libraries | Michelle Alford | Michelle.Alford@hcandl.co.uk | Head of Library Service | Confirmed |
| Humbermouth  | Shane Rhodes | wreckingballpress@gmail.com | Director of Humbermouth and... | Confirmed |
| BBC | Sue Roberts | Sue.Roberts@bbc.co.uk | Director/ producer of BBC P... | Confirmed |
| First Story | Emily Webb | emily.webb@firststory.org.uk | Project Director of First S... | Confirmed |
| British Council | Cortina Butler | Cortina.Butler@britishcouncil.org.uk | Bridges to Everywhere | Confirmed |
| Forward Foundation | Susannah Herbert | susannah@forwardartsfoundation.org.uk | Director of Forward Foundat... | Confirmed |
| Wordquake | Dorcas Taylor | Dorcas.Taylor@eastriding.gov.uk | Director of Beverley Literary... | Confirmed |
| Hull City Arts Unit  | Paul Holloway | paul.holloway@hullcc.gov.uk | Head of Hull City Arts Unit | Confirmed |
| Thirteen Ways  | Clare Cumberlidge | clare@Thirteenways.co.uk | Director of Acts of Care pr... | Confirmed |
| Arc Publications | Tony Ward | arc.publications@btconnect.com | Bridges to Everywhere | Confirmed |
| Invisible Dust | Alice Sharp | alice@invisiblemuse.com | Sea Symposium co-director/ ... | Confirmed |
| Sea Swim | Lara Goodband | seaswim@btinternet.com | Advisor on Sea Symposium | Confirmed |

Applicant: University of Hull - Department of English

50756838

Project: The Word is Hull

GFTA-00014426

| | | | | |
|--------------------------------|--------------|-------------------------|---------------------------|-----------|
| Royal Institute of British ... | via Ian Read | lan.Read@hull2017.co.uk | Part of Homing in on Hull | Confirmed |
|--------------------------------|--------------|-------------------------|---------------------------|-----------|

Partners details

Partner name: Hull2017 Culture Company
Main contact (if organisation): Henrietta Duckworth
Email address: Henri.Duckworth@hull2017.co.uk
Role in activity: Executive Producer
Confirmed or expected: Confirmed

Partners details

Partner name: Freedom Festival
Main contact (if organisation): Mikey Martins
Email address: mikey@freedomfestival.co.uk
Role in activity: Artistic Director and Chief Executive
Confirmed or expected: Confirmed

Partners details

Partner name: Hull Libraries
Main contact (if organisation): Michelle Alford
Email address: Michelle.Alford@hcandl.co.uk
Role in activity: Head of Library Service
Confirmed or expected: Confirmed

Partners details

Partner name: Humbermouth
Main contact (if organisation): Shane Rhodes
Email address: wreckingballpress@gmail.com
Role in activity: Director of Humbermouth and Wreckingball Press

Confirmed or expected: Confirmed

Partners details

Partner name: BBC

Main contact (if organisation): Sue Roberts

Email address: Sue.Roberts@bbc.co.uk

Role in activity: Director/ producer of BBC Poetry Festival

Confirmed or expected: Confirmed

Partners details

Partner name: First Story

Main contact (if organisation): Emily Webb

Email address: emily.webb@firststory.org.uk

Role in activity: Project Director of First Story

Confirmed or expected: Confirmed

Partners details

Partner name: British Council

Main contact (if organisation): Cortina Butler

Email address: Cortina.Butler@britishcouncil.org

Role in activity: Bridges to Everywhere

Confirmed or expected: Confirmed

Partners details

Partner name: Forward Foundation

Main contact (if organisation): Susannah Herbert

Email address: susannah@forwardartsfoundation.org

Role in activity: Director of Forward Foundation

Confirmed or expected: Confirmed

Partners details

Partner name: Wordquake

Main contact (if organisation): Dorcas Taylor

Email address: Dorcas.Taylor@eastriding.gov.uk

Role in activity: Director of Beverley Literature Festival

Confirmed or expected: Confirmed

Partners details

Partner name: Hull City Arts Unit

Main contact (if organisation): Paul Holloway

Email address: paul.holloway@hullcc.gov.uk

Role in activity: Head of Hull City Arts Unit

Confirmed or expected: Confirmed

Partners details

Partner name: Thirteen Way

Main contact (if organisation): Clare Cumberlidge

Email address: clare@Thirteenways.co.uk

Role in activity: Director of Acts of Care project

Confirmed or expected: Confirmed

Partners details

Partner name: Arc Publications
Main contact (if organisation): Tony Ward
Email address: arc.publications@btconnect.com
Role in activity: Bridges to Everywhere
Confirmed or expected: Confirmed

Partners details

Partner name: Invisible Dust
Main contact (if organisation): Alice Sharp
Email address: alice@invisibledust.com
Role in activity: Sea Symposium co-director/ Connected to The Sea at Ferens Art Gallery
Confirmed or expected: Confirmed

Partners details

Partner name: Sea Swim
Main contact (if organisation): Lara Goodband
Email address: seaswim@btinternet.com
Role in activity: Advisor on Sea Symposium
Confirmed or expected: Confirmed

Partners details

Partner name: Royal Institute of British Architects
Main contact (if organisation): via Ian Read
Email address: lan.Read@hull2017.co.uk
Role in activity: Part of Homing in on Hull
Confirmed or expected: Confirmed

Location

We report to local and national government on where funded activity takes place. To help us to do this we ask you to give us information on where your activity will take place.

Please tell us what category your activity falls into, then click 'Save and Next' to tell us where it happens.

Touring activity is that which mainly involves presenting the same artistic programme in a number of different locations.

Non-touring activity is activity that is happening in just one place, in a series of different places (but is not touring) or activity that is not taking place in any specific place, such as online work or a publishing project.

Both touring and non-touring activity is that which involves showing the same work in a number of locations and some non-touring work (eg a tour and some organisational development work).

Type of activity: Non-touring

Is the non-touring activity taking place in one or more specific locations or venues? Yes

Non-touring

Location details

Using the tool below, please enter the location(s) where your non-touring activity is happening. To add a location, click the 'Add new item' icon on the left of the screen. To add more than one location, use the 'Save and Add another' button.

| Name of the venue | Local authority |
|---------------------------------------|-----------------------------|
| Rooted in Hull | Kingston upon Hull, City of |
| University of Hull Campus | Kingston upon Hull, City of |
| Hull Central Library | Kingston upon Hull, City of |
| Kingston Upon Hull (various site tbc) | Kingston upon Hull, City of |

Non-touring venue details

Name of the venue or place (e.g. Oneplace Arts Centre): Rooted in Hull
No postcode available: X
Local authority: Kingston upon Hull, City of
Have you received any advice from this local authority? Yes
Local authority staff: Paul Holloway

Non-touring venue details

Name of the venue or place (e.g. Oneplace Arts Centre): University of Hull Campus
Enter postcode: HU6 7RX
No postcode available:
Local authority: Kingston upon Hull, City of
Have you received any advice from this local authority? Yes
Local authority staff: Ruth Drake

Non-touring venue details

Name of the venue or place (e.g. Oneplace Arts Centre): Hull Central Library
Enter postcode: HU1 3TF
No postcode available:
Local authority: Kingston upon Hull, City of
Have you received any advice from this local authority? Yes
Local authority staff: Michelle Alford

Non-touring venue details

Name of the venue or place (e.g. Oneplace Arts Centre): Kingston Upon Hull (various site tbc)

No postcode available:

Local authority: Kingston upon Hull, City of

Have you received any advice from this local authority? Yes

Local authority staff: Paul Holloway

Activity plan

To give us a clear understanding of how your project will be managed, we would like to know about your planning and preparation to date and to see an outline project plan for your proposed activity. Please read the Management section of the How to apply guidance for information on how to complete this section.

Planning to date

Please briefly identify the main stages of any planning and preparation activity completed to date. Please note this work should not be included in your budget, as we cannot fund any part of an activity that has already taken place. No more than 1500 characters.

2014-16: Literature-related projects proposed from across the Faculty of Arts and Social Sciences and others. Monthly programme-board meetings with representatives from departments and schools, along with Executive Producers from Hull2017 to discuss proposals. Chaired by Hull University Programme and Partnership Manager. Regular meetings with potential partners (ongoing).

2016 (Jan): 24 potential projects coalesce into The Word is Hull. Programme drafted and submitted to Hull2017. Meetings held with all partners.

2016 (March): Programme approved and £50000 allocated by Hull2017 Executive producers.

2016 (May): First BBC Poetry Festival steering committee begins meeting to maximise impact of publicity/impact/creative opportunities (ongoing).

2016 (May): Monthly literature programming meetings begin with literature partners from across the city and region to ensure a coherent provision and avoid duplication of activities and to maximise partnership opportunities/ capacity sharing. Meetings co-ordinated by Hull2017 (ongoing)

2016 (June): Meeting with British Council and £15000 allocated to Word is Hull. Application to ACE begun.

Activity Timeline

Please use the tool below to list the main stages and tasks of the activity from the start date onwards, and to show who will lead on each element of the activity. Please add each activity stage in order. You must enter at least one stage.

To add an activity stage and start to create the table, click the 'Add new item' icon on the left of the screen. To add more than one stage, use the 'Save and Add another' button.

The table at the bottom of the page will populate with the information you enter about the stages of your activity.

| Start date | End date | Activity or task details | Task lead |
|------------|------------|--|--------------------------------|
| 01/11/2016 | 07/11/2016 | Appointment of Creative Director and Curator | Prof Elisabeth Salter |
| 07/11/2016 | 21/11/2016 | Confirm appointment of lead artists | Dr John Wedgwood Clarke and... |
| 07/11/2016 | 15/12/2016 | Prepare materials for reading projects and conferences | Dr John Wedgwood Clarke |
| 14/11/2016 | 21/11/2016 | Contact all partner organisations to confirm funding and clarify/work streams/ responsibilities. | Dr John Wedgwood Clarke |
| 21/11/2016 | 30/01/2017 | Work on programme copy for year-long programme of events | Dr John Wedgwood Clarke |
| 01/03/2017 | 13/10/2017 | Residencies begin at The Garden and Hull Rises  | Lara Goodband |
| 17/03/2017 | 18/03/2017 | Reading the Riding/ Writing the City Conference (The Garden)  | Dr Jane Thomas |
| 03/04/2017 | 24/11/2017 | Late Vocations begins | Dr John Wedgwood Clarke wit... |
| 27/04/2017 | 29/04/2017 | The Sea symposium | Dr John Wedgwood Clarke and... |
| 01/05/2017 | 29/09/2017 | Bridges to Everywhere begins | Dr John Wedgwood Clarke |
| 20/11/2016 | 25/11/2016 | Workshop(s) with Creative Entrepreneurship module | Dr John Wedgwood Clarke |
| 14/11/2016 | 23/12/2016 | Booking authors and writers for programme | Dr John Wedgwood Clarke |
| 16/06/2017 | 17/06/2017 | International Children's Laureate Event  | Dr John Wedgwood Clarke |
| 27/10/2017 | 28/10/2017 | Sci-fi/ Gothic Conference | Dr John Wedgwood Clarke |
| 22/09/2017 | 23/09/2017 | Translation conference/ event | Dr John Wedgwood Clarke |
| 06/03/2017 | 22/09/2017 | Homing in on Hull | Dr John Wedgwood Clarke & K... |
| 06/02/2017 | 31/03/2017 | Launch of Made in Hull: Marvell / Larkin/ South Riding  | Dr John Wedgwood Clarke |
| 03/04/2017 | 30/06/2017 | Launch of Routes and Roots book: Robinson Crusoe | Dr John Wedgwood Clarke |
| 03/07/2017 | 30/09/2017 | Launch of Freedom Themed Book: Dan Billany | Dr John Wedgwood Clarke |
| 08/01/2018 | 30/03/2018 | Evaluation report | Dr John Wedgwood Clarke & L... |
| 02/10/2017 | 29/12/2017 | Tell the World book: Dracula | Dr John Wedgwood Clarke |

| | | | |
|------------|------------|---|---------------|
| 28/09/2017 | 01/10/2017 | Harvest Festival: Culmination of Hull Rises and The Garden Residences | Lara Goodband |
|------------|------------|---|---------------|

Activity plan details

Start date: 01/11/2016

End date: 07/11/2016

Activity or task details: Appointment of Creative Director and Curator

Task lead: Prof Elisabeth Salter

Activity plan details

Start date: 07/11/2016

End date: 21/11/2016

Activity or task details: Confirm appointment of lead artists

Task lead: Dr John Wedgwood Clarke and Lara Goodband

Activity plan details

Start date: 07/11/2016

End date: 15/12/2016

Activity or task details: Prepare materials for reading projects and conferences

Task lead: Dr John Wedgwood Clarke

Activity plan details

Start date: 14/11/2016

End date: 21/11/2016

Activity or task details: Contact all partner organisations to confirm funding and clarify/work streams/ responsibilities.

Task lead: Dr John Wedgwood Clarke

Activity plan details

| | | |
|------------------------|---------|------------|
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|------------------------|---------|------------|

Start date: 21/11/2016

End date: 30/01/2017

Activity or task details: Work on programme copy for year-long programme of events

Task lead: Dr John Wedgwood Clarke

Activity plan details

Start date: 01/03/2017

End date: 13/10/2017

Activity or task details: Residencies begin at The Garden and Hull Rises

Task lead: Lara Goodband

Activity plan details

Start date: 17/03/2017

End date: 18/03/2017

Activity or task details: Reading the Riding/ Writing the City Conference (The Garden)

Task lead: Dr Jane Thomas

Activity plan details

Start date: 03/04/2017

End date: 24/11/2017

Activity or task details: Late Vocations begins

Task lead: Dr John Wedgwood Clarke with Dr Jennie Chapman/ Dr Draper

Activity plan details

Start date: 27/04/2017

End date: 29/04/2017

Activity or task details: The Sea symposium

Task lead: Dr John Wedgwood Clarke and Alice Sharp/
Invisible Dust

Activity plan details

Start date: 01/05/2017

End date: 29/09/2017

Activity or task details: Bridges to Everywhere begins

Task lead: Dr John Wedgwood Clarke

Activity plan details

Start date: 20/11/2016

End date: 25/11/2016

Activity or task details: Workshop(s) with Creative Entrepreneurship
module

Task lead: Dr John Wedgwood Clarke

Activity plan details

Start date: 14/11/2016

End date: 23/12/2016

Activity or task details: Booking authors and writers for programme

Task lead: Dr John Wedgwood Clarke

Activity plan details

Start date: 16/06/2017

End date: 17/06/2017

Activity or task details: International Children's Laureate Event

Task lead: Dr John Wedgwood Clarke

Activity plan details

Start date: 27/10/2017

End date: 28/10/2017

Activity or task details: Sci-fi/ Gothic Conference

Task lead: Dr John Wedgwood Clarke

Activity plan details

Start date: 22/09/2017

End date: 23/09/2017

Activity or task details: Translation conference/ event

Task lead: Dr John Wedgwood Clarke

Activity plan details

Start date: 06/03/2017

End date: 22/09/2017

Activity or task details: Homing in on Hull

Task lead: Dr John Wedgwood Clarke & Kath Mackay/ Ray French

Activity plan details

Start date: 06/02/2017

End date: 31/03/2017

Activity or task details: Launch of Made in Hull: Marvell / Larkin/ South Riding

Task lead: Dr John Wedgwood Clarke

Activity plan details

Start date: 03/04/2017

End date: 30/06/2017

Activity or task details: Launch of Routes and Roots book: Robinson Crusoe

Task lead: Dr John Wedgwood Clarke

Activity plan details

Start date: 03/07/2017

End date: 30/09/2017

Activity or task details: Launch of Freedom Themed Book: Dan Billany

Task lead: Dr John Wedgwood Clarke

Activity plan details

Start date: 08/01/2018

End date: 30/03/2018

Activity or task details: Evaluation report

Task lead: Dr John Wedgwood Clarke & Lara Goodband

Activity plan details

Start date: 02/10/2017

End date: 29/12/2017

Activity or task details: Tell the World book: Dracula

Task lead: Dr John Wedgwood Clarke

Activity plan details

Start date: 28/09/2017

End date: 01/10/2017

Activity or task details: Harvest Festival: Culmination of Hull Rises and
The Garden Residences

Task lead: Lara Goodband

Risk

For applications of over £50,000 we ask you to identify the main risks that could affect the successful delivery of your activity.

After identifying each risk, you should give each risk a rating of major, moderate or minor. This rating should relate to the impact of each risk on the activity if it were to occur.

Using the tool below, please list the main risks to the activity and identify the actions you will take to mitigate these risks (what you will do if these issues occur). You must enter at least one risk.

To add a risk and start to create the table, click the 'Add new item' icon on the left of the screen. To add the next risk, use the 'Save and Add another' button.

| Risk factor | Impact rating | Action to mitigate |
|--------------------------------|---------------|--|
| Partner organisation ceases... | Minor | No action possible. |
| Income from ticket sales lo... | Minor | Cautious estimate of sales. Contingency budget. |
| Withdrawal of Artist/ Writer | Moderate | Box office system for refunds in place. Artist replaced if time allows. Contractual agreement wit... |
| Injury to participant/ artist | Minor | University Public Liability Insurance cover in place. All artists to have personal PLI in place ... |

Risk details

Risk factor: Partner organisation ceases operation

Impact rating: Minor

Action to mitigate: No action possible.

Risk details

Risk factor: Income from ticket sales lower than expected

Impact rating: Minor

Action to mitigate: Cautious estimate of sales. Contingency budget.

Risk details

Risk factor: Withdrawal of Artist/ Writer

Impact rating: Moderate

Action to mitigate: Box office system for refunds in place. Artist replaced if time allows. Contractual agreement with artist

Risk details

Risk factor: Injury to participant/ artist

Impact rating: Minor

Action to mitigate: University Public Liability Insurance cover in place. All artists to have personal PLI in place at time of appointment . Risk assessments for projects.

Evaluation

Please briefly tell us how you plan to monitor the progress of your activity and to evaluate your achievements throughout the activity. If we give you a grant, we will ask you to evaluate your work and fill in an activity report form at the end of your activity. Please read the Management section of the How to apply guidance for information on how to complete this section.

Please briefly describe your plans to evaluate this activity:

No more than 1500 characters.

The evaluation of this project will be conducted in partnership with the new Institute for Creativity at the University of Hull (ICUH). ICUH has responsibility for evaluating the impact of the City of Culture and devising a legacy strategy for culture-led development in the City of Hull. Our work will provide a case studies for its researchers and will use evaluation templates currently being negotiated with Hull2017 Culture Company.

We will use both quantitative and qualitative evaluation methods to capture data about the impact of our work.

As our projects are participatory, much of the impact of our work will be registered in the artworks and documentation of art activities. It will also inform performances and discussion and provide the opportunity for continuous evaluation of our work. We will ensure that artists involved in the project recognise the importance of documenting this dialogue with participants.

We will capture quantitative data to map the location of participants so that we can determine the impact we have on areas of low arts participation.

Students on our creative entrepreneurship programme will be given the task to devise techniques for gathering data. These may take the form of events, recorded interviews, evaluation forms, social media, online surveys etc. They will also asked to consider how to present this information.

All our work will be archived at the Hull History Centre. Creative response to the process of gathering and shaping evaluation will be made available online.

Financial attachments

You can use the links below to upload documents. Please note that the maximum file size you can upload is 10MB and we accept pdf, MS Word, MS Excel, MS PowerPoint and jpeg files.

| Document Type | Required? | Description | Date attached | Attachment type |
|----------------------------|-----------|-------------|---------------|-----------------|
| Click to add attachment... | No | | | |
| Click to add attachment... | No | | | |
| Click to add attachment... | No | | | |
| Click to add attachment... | No | | | |

Attachment details

Description:
Financial attachment type:

Attachment details

Description:
Financial attachment type:

Attachment details

Description:
Financial attachment type:

Attachment details

Description:
Financial attachment type:

Other attachments

The application form is designed to give us the information we need to come to a decision on your application. However, you can upload supporting documents or web links in addition to any mandatory attachments we have asked for.

For applications that are for £15,000 or below only one attachment or web link is permitted.

You can use the links below to upload documents. Please note that the maximum file size you can upload is 10MB and we accept pdf, MS Word, MS Excel, MS PowerPoint and jpeg files.

Web link:

Web link:

Web link:

Other Attachment Type:

| Document Type | Required? | Document description | Date attached | Attachment type |
|----------------------------|-----------|----------------------|---------------|---------------------|
| Click to add attachment... | No | Charter | 31/05/2016 | Governance document |
| Click to add attachment... | No | | | |
| Click to add attachment... | No | | | |
| Click to add attachment... | No | | | |
| Click to add attachment... | No | | | |

Attachment details

Document description: Charter

Other attachment type: Governance document

Attachment details

Document description:

Other attachment type:

Attachment details

Document description:

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Attachment details

Document description:

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Monitoring information

We may use this information to report to the Government or to monitor the different backgrounds of people who receive grants. We will not use this information to assess your application. If you do not know some of the information or you would prefer not to provide it, you can fill in the 'Not known/Prefer not to answer' box. We define an organisation as being 'Black and minority ethnic led' if at least 51% of the senior managers, management committee, board, governing body or council define themselves as Black or minority ethnic. Please give the number of senior managers and members on your management committee, board, governing body or council who are from the following groups.

How many members are there in senior management and on your management committee, board, governing body or council? 16

Ethnicity:

| White: | Number of ethnicity |
|----------------------------|---------------------|
| British | |
| Irish | |
| Gypsy or Irish traveller | |
| Any other white background | |

| | |
|--|--|
| Mixed: | |
| White and Black Caribbean | |
| White and Black African | |
| White and Asian | |
| Any other Mixed/Multiple ethnic background | |

| | |
|-----------------------------|--|
| Asian/Asian British: | |
| Indian | |
| Pakistani | |
| Bangladeshi | |
| Chinese | |
| Any other Asian background | |

| | |
|--|--|
| Black/Black British: | |
| African | |
| Caribbean | |
| Any other Black/African/Caribbean background | |

| | |
|-------------------|----|
| Other: | |
| Arab | |
| Prefer not to say | 16 |

Age:

| Age | Number of age |
|-------------------|---------------|
| 16-19 | |
| 20-24 | |
| 25-59 | |
| 60-65 | |
| 65 and over | |
| Prefer not to say | 16 |

Disability status:

| Disability type | Number with disability |
|------------------------------------|------------------------|
| Visual impairment/Blind | |
| Hearing impairment/Deaf | |
| Physical impairment | |
| Mental health | |
| Invisible disabilities | |
| Cognitive or learning disabilities | |
| Not disabled | |
| Prefer not to say | 16 |

Gender:

| Gender | Number of gender |
|-------------------|------------------|
| Male | |
| Female | |
| Trans* | |
| Prefer not to say | 16 |

Sexual Orientation:

| Sexual Orientation | Number with Sexual Orientation |
|---------------------------|--------------------------------|
| Prefer not to say | |
| Heterosexual | |
| Lesbian, Gay and Bisexual | |
| Other | 16 |

Declaration

Data Protection and Freedom of Information

We are committed to being as open as possible. This includes being clear about how we assess and make decisions on Grants for the arts and how we will use your application form and other documents you give us. We are happy to provide you with copies of the information we hold about you, including our assessment of your application.

We comply with all aspects of the Data Protection Act 1998 – to find out more about how we use your information please read our data protection policy which is available from our website.

As a public organisation we also have to follow the Freedom of Information Act 2000. We also have an information sheet about freedom of information. You must read the 'How we treat your application under the Freedom of Information Act' section of 'How to apply' before you sign your application. This information is also available from our website.

By signing this application form, you agree to the following:

1. We will use this application form and the other information you give us, including any personal information, for the following purposes.
 - a) To decide whether to give you a grant.
 - b) To provide copies to other individuals or organisations who are helping us assess and monitor grants, including local authorities, other lottery distributors and organisations that award grants. After we reach a decision, we may also tell them the outcome of your application and, if appropriate, why we did not offer you a grant.
 - c) To hold in our database and use for statistical purposes.
 - d) If we offer you a grant, we will publish information about you relating to the activity we have funded, including the amount of the grant and the activity it was for. This information may appear in our press releases, in our print and online publications, and in the publications or websites of the Department for Culture, Media and Sport (DCMS) and any partner organisations who have funded the activity with us.
 - e) If we offer you a grant, you will support our work to campaign for the arts, contributing (when asked) to important publicity activities during the period we provide funding for. You will also give us, when asked, case studies, images and audio-visual materials that we can use to celebrate artistic excellence.

I confirm that, as far as I know, the information in this application is true and correct.

X

Name: John Clarke

2. You have read and understood the section 'How we treat your application under the Freedom of Information Act'. You accept how we generally plan to treat your application and other related information if someone asks to see it under the Freedom of Information Act 2000. You accept that the information sheet does not cover all cases, as we have to consider each request for information based on the situation when we get the request.

Tick this box if you consider your application or any supporting documentation to be confidential information and would expect us to treat as such on receipt of a request for information under the Freedom of Information

X

Act.

Please be aware that if we do receive a request for information we will contact you in the first instance to obtain your views on disclosing the information relating to your application and whilst we will take on board your response above, we cannot guarantee that information will not be provided in response to a request as we are required to approach each case individually and ultimately meet our legal obligations.

3. Tick this box to confirm you meet our bank account requirements as set out in our Bank Details guidance.

4. Tick this box if you or any individual involved in the delivery of this activity- has worked for Arts Council England in the last three years- is an Arts Council (area or National) council member- is related to a current member of staff or council member

Submission summary

The submission summary displays a list of all the steps you've worked through. If you have completed a step successfully, there will be a green tick beside it. If a step is incomplete or has not been completed successfully, this will be indicated by a red tick. A hyperlinked statement will tell you what part of each step needs attention. Click on this hyperlinked statement to take you to the step and make your amendments.

By clicking submit, you are submitting your completed application form for our consideration.

The submission summary displays a list of all the steps you've worked through. If you have completed a step successfully, there will be a green tick beside it. If a step is incomplete or has not been completed successfully, this will be indicated by a red tick. A hyperlinked statement will tell you what part of each step needs attention. Click on this hyperlinked statement to take you to the step and make your amendments.

By clicking submit, you are submitting your completed application form for our consideration.

| Page | Last Updated |
|------------------------------|---------------------|
| Introduction | No Input Required |
| Applicant details | 30/06/2016 |
| Address information | 30/06/2016 |
| Contact information | 30/06/2016 |
| Financial background | 14/07/2016 |
| Advice received | 30/06/2016 |
| Basic details | 14/07/2016 |
| Artistic quality | 14/07/2016 |
| Who is involved | 14/07/2016 |
| Beneficiaries | 14/07/2016 |
| Audience | No Input Required |
| Participants | 14/07/2016 |
| Public engagement | 14/07/2016 |
| Finance | No Input Required |
| Income | 14/07/2016 |
| Expenditure | 13/07/2016 |
| Finance questions | 14/07/2016 |
| Partners | 14/07/2016 |
| Location | 14/07/2016 |
| Non-touring | 14/07/2016 |
| Activity plan | 14/07/2016 |
| Risk | 14/07/2016 |
| Evaluation | 14/07/2016 |
| Financial attachments | Please Complete |
| Other attachments | 30/06/2016 |

| | | |
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| Application submission | Page 70 | 14/07/2016 |
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Monitoring information

30/06/2016

Declaration

14/07/2016

Notes:

Please attach the Detailed budget breakdown document. [Click here to return to Financial attachments form.](#)

Please attach the required Cashflow projection document. [Click here to return to Financial attachments form.](#)

Charter of Incorporation

Elizabeth The Second, by the Grace of God of the United Kingdom of Great Britain and Northern Ireland and of Our other Realms and Territories Queen, Head of the Commonwealth, Defender of the Faith, To all to whom these Presents shall come, Greeting;

Whereas a Humble Petition has been presented to Us by The University College of Hull praying Us to constitute and found a University within the City and County of Kingston upon Hull for the Advancement of Knowledge, the Diffusion and Extension of Arts, Sciences and Learning, the Provision of Liberal, Professional and Technological Education and the furtherance of the objects for which the University College of Hull was incorporated as a Company limited by guarantee under the Companies Acts 1908 to 1917 on the seventh day of October in the year of Our Lord one thousand nine hundred and twenty-seven and to grant a Charter with such provisions in that behalf as shall seem to Us right and suitable;

And whereas we have taken the said Petition into Our Royal Consideration and are minded to accede thereto;

Now therefore know ye that We by virtue of Our Royal Prerogative and of Our Special Grace, Certain Knowledge and Mere Motion have willed and ordained and by these Presents for Us, Our Heirs and Successors do will and ordain as follows:

1. The University of Hull

There shall be and there is hereby constituted and founded in Our said City of Kingston upon Hull a University by the name and style of The University of Hull.

2. Objects of the University

The objects of the University shall be to advance education, scholarship, knowledge and understanding by teaching and research, for the benefit of individuals and society at large.

3. Powers of the University

The University shall be both a teaching and an examining body and shall subject to this Charter, and the Statutes and Ordinances, have the following powers:

- (a) Under conditions laid down in its Statutes or Ordinances to award Degrees, and grant Diplomas and Certificates, awards and other academic qualifications to and on persons who shall have pursued an approved course of study in the University and shall have passed the examinations or other assessments prescribed by the University provided that at least one External and Independent Examiner shall be appointed by Senate for examinations in each subject or group of subjects forming part of the course of studies required for University Degrees, Diplomas and Certificates and Awards excluding the examinations for admission in the University.

- (b) To award Honorary Degrees and other distinctions on approved persons provided that all Degrees and other distinctions so awarded shall be awarded and held subject to any provisions which are or may be made in reference thereto by the Statutes, Ordinances or Regulations of the University.
- (c) To award joint degrees and other academic awards with other institutions.
- (d) To award Honorary Degrees and other distinctions with other institutions.
- (e) On what the University shall deem to be good cause to deprive persons of any Degrees, Diplomas, Certificates, Awards or Qualifications granted to or conferred upon them by the University.
- (f) To provide instruction in such branches of learning as the University may think fit and to make provision for research and for the advancement and dissemination of knowledge whether through Faculties or otherwise as the University may determine.
- (g) To accept the examinations and periods of study passed by students of the University at other universities or places of learning as equivalent to such examinations and periods of study in the University as the University may determine and to withdraw such acceptance at any time.
- (h) To affiliate other institutions or branches or departments thereof or to recognise selected members of the staffs thereof as teachers of the University or to admit the members thereof to any of the privileges of the University and to accept attendance at courses of study in such institutions or branches or departments thereof in place of such part of the attendance at courses of study in the University and upon such terms and conditions and subject to such Regulations as may from time to time be determined by the University.
- (i) To examine and inspect schools and other educational institutions and to co-operate by means of Joint Boards or otherwise with other University authorities for the conduct of examinations, for the examination and inspection of schools and other academic institutions and for such other purposes as the University may from time to time determine.
- (j) To enter into any agreement for the incorporation in the University of any other institution and for taking over its rights, property and liabilities and for any other purpose not contradictory to this Our Charter.
- (k) To employ staff in such positions as may be required and to prescribe their conditions of service.
- (l) To institute Professorships, Readerships, Senior Lectureships, Lectureships and any other offices required by the University and to appoint to such offices.
- (m) To institute and award Fellowships, Studentships, Scholarships, Exhibitions, Bursaries and Prizes.
- (n) To establish and maintain and to administer and govern institutions for the residence of the students of the University whether Colleges, Halls or Houses and to license and supervise such institutions and other places of residence whether maintained by the University or not.
- (o) To make provision for research and advisory services and with such provision to enter into arrangements with other institutions or with public bodies as may be thought desirable.
- (p) To provide for the printing and publication of research and other works which may be issued by the University.
- (q) To demand and receive fees.

- (r) To act as trustees or managers of any property, endowment, legacy, bequest or gift for purposes of education or research or otherwise in furtherance of the work and welfare of the University which can legally be transferred to the University and to invest any funds representing such property, endowment, legacy, bequest or gift if not immediately required on such security as the University may think fit. Provided always that moneys subject or representing property subject to the jurisdiction of the Charity Commissioners for England and Wales shall only be invested in such securities and with such sanction (if any) as may for the time being be prescribed by law.
- (s) To do all such other acts and things whether incidental to the powers aforesaid or not as may be requisite in order to further the objects of the University as a place of education and of learning.

4. The Council

There shall be a Council of the University which subject to the Statutes of the University shall be the governing body of the University and shall have the custody and use of the Common Seal, the management and administration of the whole revenue and property of the University and the conduct of all the affairs of the University and all such other powers and duties as may be conferred upon it by Statute or Ordinance.

5. Powers of the Council

Council shall exercise all such powers as are or may be conferred on Council by the Charter, Statutes, Ordinances and Regulations and carry them into effect and shall, in particular, have power to:

1. review the work of the University and take such steps as it thinks proper for the purpose of advancing the interests of the University, maintaining its efficiency, encouraging teaching, the pursuit of learning and the provision of research, after considering a report of Senate in academic matters;
2. ensure the establishment, monitoring and review of systems of control and accountability including financial and operational controls and risk assessment, and procedures for handling internal grievances and for managing conflicts of interest;
3. appoint a Chair, Vice-Chair, Chancellor and the Pro-Chancellors;
4. appoint the Vice-Chancellor, and a Secretary to Council;
5. appoint an Auditor or Auditors;
6. appoint the lay and Class 4 members of Council;
7. provide for the welfare of all persons in the employment of the University or formerly in such employment or their dependants or relatives including the payment of money, pensions or other payments and to subscribe to benevolent and other funds for the benefit of such persons;
8. govern and regulate the finances, accounts, investments, property, business and all affairs whatsoever of the University, and for that purpose to appoint bankers and any other officers or agents whom it may deem expedient to appoint;

9. enter into, vary, carry out and cancel contracts on behalf of the University;
10. act as trustee for any property, legacy, endowment, bequest or gift in support of the work and welfare of the University;
11. invest any money belonging to the University in such stocks, funds, fully paid shares or securities as Council shall from time to time think fit whether within the United Kingdom or not or in the purchase of freehold or leasehold hereditaments in the United Kingdom including rents; provided that in the case of moneys held by the University as trustees the powers conferred by this paragraph shall be exercised subject to the provisions of the law relating to investment by trustees;
12. sell, buy, exchange, lease and accept leases of real and personal estate on behalf of the University;
13. provide the buildings, premises, furniture and apparatus and other means needed for carrying on the work of the University;
14. borrow money on behalf of the University and for that purpose if Council thinks fit to mortgage or charge all or any part of the estate of the University whether real or personal and to give such other security as Council thinks fit;
15. establish, abolish, combine or subdivide Faculties in consultation with Senate;
16. determine, after considering the recommendation of Senate, all University fees;
17. refer to Senate the names of persons proposed as recipients of Honorary Degrees (and Honorary Degrees awarded jointly with other higher education institutions having power to grant Honorary Degrees) and to approve or disapprove the names of persons proposed by Senate as recipients of such Degrees provided that no person shall be admitted by the University to an Honorary Degree whose name has not been approved for that purpose both by Council and by Senate;
18. review, refer back, control, amend or disallow any act of Senate and give direction to Senate provided that any act of Senate which is amended by Council shall be referred again to Senate for consideration and report before being carried into effect;
19. provide for the welfare of the Students;
20. expel any Student found or proved to have been guilty of grave misconduct and consider and adjudicate upon every appeal made by a Student from a decision of Senate under the Ordinances;
21. select a Seal, Arms and Mace for the University and have the sole custody and use of the Seal;
22. make proposals to add to, amend or alter the Charter;
23. make Statutes, Ordinances and Regulations;

24. take any lawful action which it reasonably considers to be in the best interests of the University and on which the Charter and Statutes are silent, provided that at the first opportunity consideration is then given to amending the Charter and Statutes to make proper provision for such action in future.

6. Delegation of Council Powers

The Council has the following powers which may not be delegated:

- (i) to appoint and dismiss the Vice-Chancellor;
- (ii) to approve the annual budget;
- (iii) to amend the Charter under the provisions of Article 16;
- (iv) to make University Statutes or Ordinances;
- (v) to adopt the University's Annual Accounts;
- (vi) to appoint the University's Auditors;
- (vii) to appoint a Redundancy Committee in accordance with the Statutes.

7. Composition of the Council

1. Council membership is as follows:

Lay Members

Class 1. The Chair of Council.

Class 2. Up to twelve lay members appointed by Council.

Non Lay Members

Class 3. The Vice-Chancellor, a Pro-Vice-Chancellor and the Chief Finance Officer.

Class 4. Four members of Senate appointed by Council in accordance with Ordinances.

Class 5. One member elected by and from non-academic members of staff.

Class 6. The President for the time being of the Union of Students of the University, provided that this person is a registered student of the University.

2. Members of Council included in Classes 1 and 3 shall hold office while they occupy the positions named respectively.
3. Members of Council included in Classes 2, 4 and 5 shall hold office for three years or for such shorter period as the appointing or nominating Bodies may determine.
4. All casual vacancies shall be filled by the Body which appointed or nominated the representative whose place has become vacant provided that any person appointed or nominated to fill a casual vacancy shall be appointed only for the remainder of the period for which the person whose place has become vacant was appointed.

5. Except under Classes 3, 4, 5, and 6 no member of the academic or non-academic staff of the University or student registered for a full-time degree, diploma or certificate or award of the University shall be a member of Council.
6. Members shall not normally serve for a maximum period of more than three terms of three years.
7. Any member of Council may resign at any time in writing addressed to the Secretary of the Council.
8. The quorum for meetings of Council shall be one-fifth of the total membership and lay members shall comprise a majority of those in attendance. No business shall be transacted in the absence of a quorum.
9. Four members shall be appointed by Council under Class 4 as set out in the Ordinances.
10. A roll of the persons eligible for election and of those entitled to vote shall be kept by the Registrar and Secretary and shall be conclusive evidence that any person whose name appears therein at the time of claiming to vote, or of being elected, is entitled to vote or be elected as the case may be and that any person whose name does not appear therein is not so entitled.
11. The election shall be held at a date to be fixed by the Registrar and Secretary as Returning Officer.
12. Voting shall be by ballot and candidature shall be on the nomination of not less than three electors.

8. The Senate

There shall be a Senate of the University which shall have delegated authority from the Council to oversee the academic work of the University, the enhancement of academic quality and assurance of academic standards, and the regulation of student discipline, and which shall have the composition, powers and functions conferred on it in the Ordinances.

9. The Students' Union

There shall be a Union of Students of the University whose constitution shall be approved by the Council. Ordinances shall prescribe the constitution, function, privileges and other matters relating to the Union of Students.

10. Hull Alumni Association

There shall be a Hull Alumni Association of the University.

11. The Chancellor

There shall be a Chancellor of the University who shall be the Chief Officer of the University.

12. The Pro-Chancellors

There shall be Pro-Chancellors of the University who shall subject to the Statutes of the University in the absence of the Chancellor or pending a vacancy in the office of Chancellor exercise all the functions of the Chancellor.

13. The Vice-Chancellor

There shall be a Vice-Chancellor of the University who shall be the Chief Executive Officer of the University. The Vice-Chancellor shall be the ex-officio Chair of Senate and shall in the absence of the Chancellor or Pro-Chancellors award degrees.

14. Pro-Vice-Chancellors

There shall be one or more Pro-Vice-Chancellors of the University who shall subject to the Ordinances of the University act for the Vice-Chancellor during a vacancy in the office of Vice-Chancellor or during the absence or inability of the Vice-Chancellor.

15. The Charter

Council may at any time alter, amend or add to this Charter and such alteration, amendment or addition shall when allowed by Us, Our Heirs or Successors in Council by and with the advice of Our Privy Council become effectual so that these Presents shall henceforward continue and operate as though they had been originally granted and made as so altered, amended or added to in the manner aforesaid.

16. The Statutes

Council may make new or additional Statutes which govern and regulate the affairs, business, work and interests of the University and contain all such provisions as Council deems fit with respect to the governing of the University, its constituent parts and Members or to promote the objects of this Charter and add to, amend, alter or repeal the Statutes and the power to make Statutes shall not be limited by the first or any subsequent Statutes. Provided that no such Statutes shall have effect until approved by the Lords of Our Most Honourable Privy Council, of which approval a Certificate under the hand of the Clerk of Our said Privy Council shall be conclusive evidence.

17. Regulations

Council and Senate respectively may from time to time make regulations for governing the proceedings of those bodies. The power to make regulations shall include the power to add to, amend, alter or repeal any existing regulations.

18. Gifts

The University shall not make any dividend, gift, division or bonus money unto or between any of its members except by way of prize, reward or special grant.

19. Academic Freedom

Academic staff shall have freedom within the law to question and test received wisdom, and to put forward new ideas and controversial or unpopular opinions, without placing themselves in jeopardy of losing their jobs or privileges.

20. Visitor

We, Our Heirs and Successors, Kings and Queens of the Kingdom, Realms and Territories aforesaid shall be and remain the Visitor and Visitors of the University through the Lord President of Our Council for the time being and in exercise of the Visitorial Authority We, Our Heirs and Successors shall have the right from time to time and in such manner as We or They shall think fit to direct an inspection of the University, its buildings, laboratories and general equipment and also an enquiry into the teaching, research, assessments and other work done by the University.

21. Definitions

'Statutes' means the existing Statutes and any Statutes altering, amending, adding to or repealing the same 'Ordinances' means Acts of the Council under the powers conferred by this Our Charter to which Our further sanction is not hereby or by Statute required. 'Regulations' except when otherwise required by the context means Regulations made pursuant to this Our Charter or to the Statutes.

- 22.** Our Royal Will and pleasure is that these Presents shall ever be construed benevolently and in every case most favourably to the University and the promotion of the objects of this Our Charter.

In Witness whereof We have caused these Our Letters to be made Patent.

Witness Ourselves at Westminster the Sixth day of September in the Third year of Our Reign.

By Warrant under the Queen's Sign Manual.