

# Connected Coventry

A Tech Reuse Arts Fund from Virgin Media O2

## Terms & Conditions

### 1. Introduction

*Connected Coventry: A Tech Reuse Arts Fund from Virgin Media O2* is an £18k funded opportunity for eligible creatives, makers and artists of Coventry to design an engaging installation telling the stories and ambition of [#CovConnects](#): building a digitally included city by reusing of old technology. Thanks for your interest in being part of our creative call.

These Terms & Conditions apply to all applicants (“the Creative”, “the Applicant”) submitting an application for the *Connected Coventry: A Tech Reuse Arts Fund from Virgin Media O2* (the “Fund”). By applying, you agree to comply with these Terms & Conditions.

### 2. Eligibility

To be eligible, Applicants must:

- Be a creative practitioner, collective, or organisation based in Coventry
- Be able to deliver the installation within the project timeline.
- Demonstrate the skills and capacity required to create a safe, functional, and transportable installation.

### 3. Project Requirements

The final installation must:

- Be **created involving reused technology**
- Be **standalone, weather resistant to IP44 standard**
- Visually effective in both daylight and becomes illuminated at night (such as it could be used as part of a light show at later date).
- Be **transportable via long wheelbase van.**
- Be suitable for installation in **multiple Coventry locations** over summer 2026.



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- Communicate meaningful stories/impacts of digital participation and/or digital exclusion within Coventry.

#### 4. Funding

- Total funding available: **£18,000**, inclusive of all fees, materials, insurance, production costs, contractor costs, and space requirements.
- **Payments will be released in three stages** of 60% upon signing of the agreement, 30% midway through build and 10% on completion with dates agreed upon with the project management team.
- The successful creative or creative agency should be willing to provide a recent bank statement (this can be redacted) that evidences your or your organisation's name, account number and sort code
- The Creative is responsible for budget management and must ensure the project remains within the awarded amount.

#### 5. Timeline

Applicants must be able to meet the following milestones:

- Applications close: 11:59pm **26 Mar 2026**
- Creative selected: **10 Apr 2026**
- Build period: **10 Apr – 1 Jul 2026**
- Installation collection: **approx. 2 Jul 2026**

Failure to meet key deadlines may result in withdrawal of funding.

#### 6. Support Provided

The successful Creative will receive:

- Marketing and communications support
- Connection with the #CovConnects team and partners as appropriate

#### 7. Creative Responsibilities

The successful Creative must:

- Safely design, construct, and deliver the installation.
- Ensure compliance with all relevant health & safety and electrical standards.
- Secure any additional permissions needed for public installation.
- Participate in evaluation activities, including interviews or surveys.
- Grant permission for the installation and process to be photographed, filmed, and promoted in social media and press activities, and provide a quote or interviews with media.
- Utilise their resources and/or use some of the given funding to safely and securely store the installation from build to end of July 2027.



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- Coventry City Council should be able to access and showcase the installation where they deem appropriate over this time (until July 2027) with reasonable notice.

## 8. Intellectual Property

- The Creative or Creative agency retains copyright of the installation concept and design, and ownership.
- The Fund partners (including Virgin Media O2, Coventry City Council, and Hubbub) may use images, video, descriptions, and documentation of the installation for promotional and reporting purposes, with credit to the Creative.

## 9. Use of Reused Technology

- Materials supplied must be used responsibly and safely.
- Any unused equipment must be returned or disposed of through approved reuse/recycling channels.
- The Creative must not resell supplied technology materials.
- The Creative must try to use sustainable materials where possible (e.g. reclaimed, repurposed, second-hand, certified, recyclable, biodegradable) and designs that create a circularity of materials (can be used again as originally designed) will be well received.
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## 10. Health, Safety & Compliance

The installation must:

- Be structurally safe and stable.
- Meet IP44 weather resistant standards.
- Use electrical components safely and in compliance with UK regulations.
- Minimise and manage any hazards to the public.
- Be PAT tested and compliant.
- Be able to be run using batteries, solar power or a suitable outdoor plug
- Hubbub may request testing, risk assessments, or design modifications.

## 11. Changes to Project Scope

Any significant changes to design, budget, or timeline must be agreed in writing by the project management team. The Fund reserves the right to withdraw funding if the project no longer aligns with the brief.

## 12. Termination

The Fund partners may terminate participation and withdraw funding if:

- Deadlines are repeatedly missed.



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- Health and safety risks are identified and not resolved.
- The Applicant breaches these Terms & Conditions.
- False or misleading information has been provided.

### **13. Data Protection**

Personal data supplied by Applicants will be processed in accordance with GDPR and used solely for administering the Fund, except where separate permission is granted.

The information will be shared with Virgin Media O2, #CovConnects and Hubbub for the progression of the fund and installation (if selected); the continuing communication around the installation and the continued showcasing of the installation after summer 2026.

### **14. Liability**

Applicants are responsible for their own safety, subcontractors, and workspaces during creation. The Fund partners accept no liability for loss or damage except where legally required.

### **15. Insurance**

The artist will be responsible for acquiring relevant insurance for the installation over the period of build until the end of July 2027

### **16. Acceptance of Terms**

By submitting an application, the Applicant confirms they have read, understood, and agree to these Terms & Conditions.

### **FAQs**

We welcome any questions regarding the terms and conditions, using the email address: [tatfund@hubbub.org.uk](mailto:tatfund@hubbub.org.uk)



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