

## We're here to help!

During these difficult and unprecedented times, we wanted to reach out to you our members and friends in the cultural sector to reiterate that Arts & Business NI (A&B NI) is committed to helping you and your organisation deal with the challenges ahead

### Contacting the A&B NI Team

Whilst we are currently working from home, all our team have full remote access and are still available to support you in these challenging times. Please continue to contact us on the usual email and direct dial contact numbers:

- Mary (CEO) on 028 9073 5158 or [m.nagele@artsandbusinessni.org.uk](mailto:m.nagele@artsandbusinessni.org.uk)
- Maeve (Head of Business) on 9073 5151 or [m.mckervervey@artsandbusinessni.org.uk](mailto:m.mckervervey@artsandbusinessni.org.uk)
- Brona (Head of Arts) on 9073 5155 or [b.whittaker@artsandbusinessni.org.uk](mailto:b.whittaker@artsandbusinessni.org.uk)
- Sarah (Business & Executive Support) on 9073 5159 or [s.mackey@artsandbusinessni.org.uk](mailto:s.mackey@artsandbusinessni.org.uk)

### Invoices & Payments

While our Royal Mail deliveries are currently disrupted please send invoices that require payment, or urgent information via email so we can help as soon as possible.

### Events and Programmes

You will be aware that, in the best interests of the safety of our staff and members, we have taken the decision to postpone all A&B NI face-to-face events until further notice. Although we will not be hosting face-to-face meetings or events, we will still be offering our members access to a range of webinars and on-line support tools. We will of course also still be continuing to offer member support sessions via phone, email and digital platforms.

#### Arrangements re March & April events:

- **Fundamentals of Board Membership** – will be delivered as a Webinar after Easter.
- **Trust & Foundation symposium** – some Trusts have already agreed to offer the one-to-one surgeries remotely. We will be in contact directly with the people who registered for this event.
- **In Conversation with Moira Sinclair** – Moira has committed to still do this event on a rescheduled date to be agreed when things become clearer.

### On-line tools

Don't forget that, as a member, you can access a wide range of Resources, Templates, Presentations and Webinars on the member only area of our website:

<https://artsandbusinessni.org.uk/arts-login>

### Immediate support

We know that Covid-19 is having very serious implications for arts and cultural organisations and also individual artists and freelance practitioners.

Our business members are also facing their own challenges around business continuity and protecting jobs and wellbeing of their employees however many are experts in particular business service fields and may be able to offer webinars, guidance if a particular theme is emerging.

To help us understand how we and our business members might support you at this time in a particular area could you email us directly with the business topic/advice you require support with.

## Investment Programme (IP)

We appreciate that cash flow and strains on already stretched administrative capacity will be a concern for many organisations at this time. With this in mind, we will ensure that any outstanding IP payments owed are processed quickly and we will also offer flexibility around deadlines for IP paperwork and reporting required.

Due to the closure of venues and Festivals we appreciate that some projects that were already awarded IP funding may not be able to go progress in their original format. We want to ensure that this fund continues to support your partnership with business, even more so at these times. Please send through any proposed amendments or alternative proposals as to how this allocated fund may be used to still strengthen your relationship with your business partner.

Get in touch with us and we can decide together what to do. We recommend you contact us via email in the first instance.

## New Creative Engagement Seed Fund

We have been approached by a number of our business members who are seeking arts based solutions to support employees in their wellbeing while working remotely.

We are currently exploring ways to allocate a portion of our Investment Programme as a seed fund to help small cultural orgs, artists or freelance practitioners to develop digital arts based products that could be sold to business to support their staff wellbeing strategies around remote/home working and remain motivated, engaged and not feel isolated from the organisation or workplace.

We will be in touch at the beginning of next week with details on this programme. If you already have a service or product that can support businesses in supporting employee well-being while working remotely please let us know.

## Other Useful Links

**Home working: preparing your organisation and staff** - How to make sure your organisation is prepared for an increase in home working, and advice on spotting coronavirus (COVID-19) scam emails. [Read full article](#)

### Public Health Agency guidance:

<https://www.publichealth.hscni.net/news/covid-19-coronavirus>

**Federation of Small Business** – has lots of useful information on its website

<https://www.fsb.org.uk/campaign/covid19.html>

### Gov.uk Guidance for Employees, Employers and Businesses

<https://www.gov.uk/government/publications/guidance-to-employers-and-businesses-about-covid-19>

**Theatre NI** has produced a useful summary of information for freelance and individual members on benefits, health & wellbeing <https://theatre.ni.org/information-for-freelance-and-individual-members-on-benefits-health-wellbeing-and-arts-council-support/>

## In summary

In the meantime please be assured that we are still very much open for business and are here to provide whatever support we can to our members while we navigate these changing times.