

## A Guide to Providing Information for Powys Arts Forum Website

We're happy to place any information on our website, but please be aware of the following:

- The Forum exists to keep those who are actively involved in the arts scene in Powys in contact with each other, and its main purpose is to help those engaged in creating, presenting, and developing the arts
- To that end we try and point people towards additional sources of information and aspects they may not be aware of such as legislation. We also include opportunities for commissions or potential sources of funding for projects
- We cannot be comprehensive. Our main aims are to assist thinking, raise awareness and stimulate further research. We encourage people to build their own networks. Our role is to link and support.
- We know that audiences and visitors are an essential part of artistic activity, so we hope they will also find the site of interest, and that it gives an insight into the submerged, usually hidden, part of artistic activity, but this website is not primarily for listings.
- If we carry information about an event it is because:
  - It highlights a new, unusual or relatively unknown area of work.
  - It is being presented by a member of the Forum. Members have the opportunity to place adverts on the site for a certain number of weeks (see membership page for more information).
  - It provides an opportunity for artists to gain employment (for example a Festival using workshop leaders could provide information about those opportunities which could include information about the event).
- The Forum also organises its own projects from time to time (e.g. Powys Arts Month) and anyone actively taking part in those projects would usually be able to provide a certain amount of additional information about themselves.
- None of this means that the Forum won't provide additional web-based information in the future, but that at the moment we are geared towards making the best use of our modest resources.
- If you do provide copy please keep it brief – see website for examples of how much space we give to pieces. If we have to edit it, we may leave out the bits you think are important. We can use most formats of picture, but it helps to keep them of a reasonable size and resolution. If you provide text in Welsh as well we will feature it on our Welsh content pages, but if it has to be edited or translated that might take a while to happen, and it may not happen at all if it falls at the wrong time of our update cycle, and there is a delay in translation (we would have to use translators to help us edit it, sometimes twice).
- None of the above is meant to discourage anyone from contributing, but we don't want you to waste your time in sending material we are not able to use.