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**Event Submission Guidelines 2022**

The Scottish Mental Health Arts Festival (SMHAF) is led by the Mental Health Foundation. SMHAF is an annual national programme of arts and mental health events, which combines high artistic quality with strong grassroots support, community engagement and social activism.

**The theme this year is ‘Gather’ and the festival runs from 4-24 May 2022. SMHAF aims to explore how the arts can contribute to the prevention of mental health issues through:**

* Challenging perceptions and tackling stigma around mental ill health
* Making connections across communities
* Developing audiences for the arts in Scotland and beyond
* Encouraging participation in the arts to promote good mental health
* Providing a platform for people to create and share work about mental health

SMHAF has an open event submission process and invites artists, organisations, and communities across Scotland to programme festival events. Please provide basic details about your plans for submission via email (a short paragraph is fine) by **Monday 31st January**. If you have not been involved before, please get in touch at [smhaf@mentalhealth.org.uk](mailto:smhaf@mentalhealth.org.uk) before submitting the form.

**Submission Process**

The deadline for full event submissions will be **Monday 21st February**. Please complete a full event submission form for each event that you are submitting. **Please submit multiple events in a single document**; copy and paste the form onto a new page for each event you are submitting. Completed submission forms should be returned to [smhaf@mentalhealth.org.uk](mailto:smhaf@mentalhealth.org.uk).

**Event Guidance**

Events should explore or support mental health *and* involve the arts or creativity. Regional programmes may also feature broader community engagement events, but these should be part of a primarily artistic or creative programme. SMHAF does not normally feature standalone events or programmes to promote general wellbeing without a focus on creativity. If planning a community event, think about how you can include the arts or creativity in some way. Please contact us with any questions or for advice on specific events. Where possible, aim to contain events within the festival dates, but we can normally accommodate events that take place close to either side of these dates or extend beyond them.

**Covid-19: Contingency Plans and Online Events**

We hope that SMHAF 2022 will be able to take place with a hybrid programme of live and online events. If planning live events with audiences or that involve participation in their development, please ensure these are designed to meet government and local authority guidance and make adaptations where necessary. We advise that programmers work with venues and develop contingency plans to ensure events can go ahead in a range of scenarios, e.g. physical events that can be moved online if necessary.

**Shared Resources for Online Events**

The following SMHAF resources may be used where this would be helpful and we have capacity to support it. You are welcome to use different platforms and your own accounts, especially where this is easier to manage and better meets your needs. Include details of any SMHAF accounts you may require when submitting individual events.

* Zoom Pro: Unlimited meeting length and up to 300 attendees
* Vimeo Pro: For video streaming and live streaming
* Website: Events and exhibitions can be hosted at [www.mhfestival.com](http://www.mhfestival.com)
* Films: There is a resource for community film programming on the SMHAF Teams site

**Event Copy**

Event copy should be engaging and describe what audiences can expect from your event. Be concise and ensure your description will appeal to the people you want to reach. If you are aiming to cover a specific theme relating to mental health or engage a specific group, make this is clear in the copy. For all events, it should be clear what artforms or creative elements are involved, how audiences will engage with them, and how the event explores mental health. You may also wish to include the artists or organisations involved. SMHAF aims to be authentic, positive, and inclusive, so please ensure that the language used in event copy reflects this.