



# Crafts Council

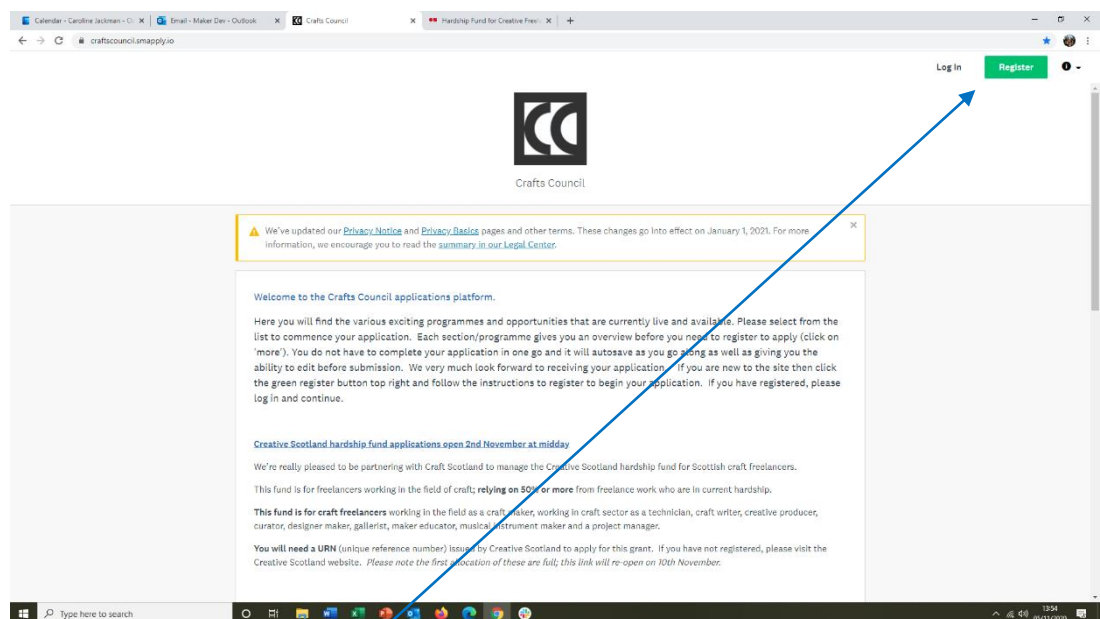
## Applying to Crafting Business training programme 2021

March 2021

### Guidance notes

The following guidance will help you complete your application to the Crafting Business training programme.

Firstly, visit: <https://craftscouncil.smapply.io/>, this link will take you to the following Crafts Council application portal



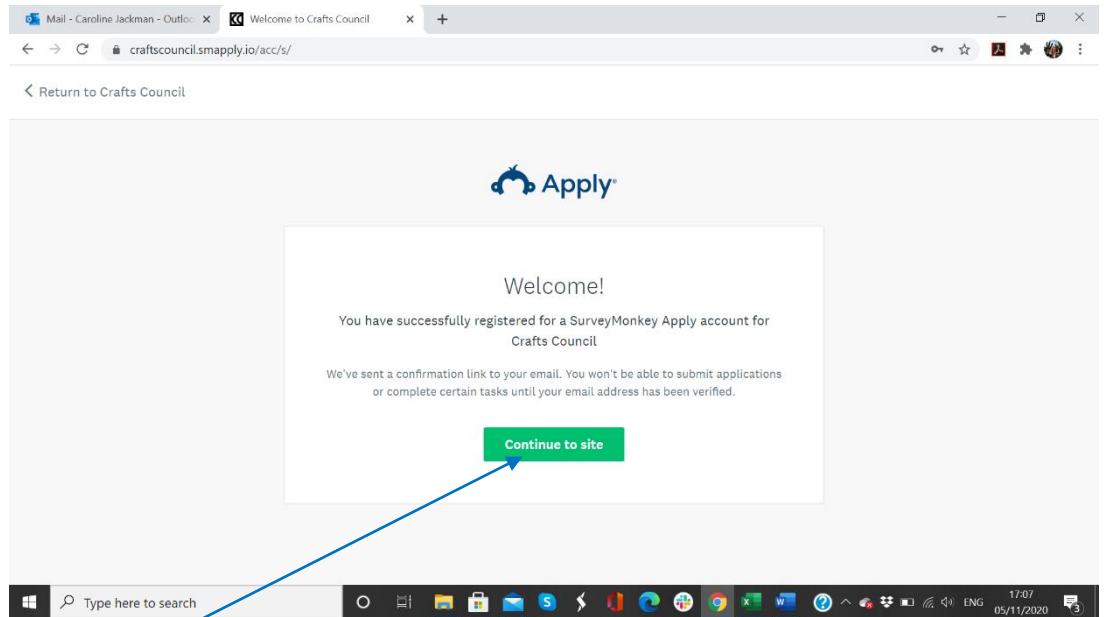
now click Register

here you will be asked to enter:

1. First name and last name
2. Contact email address
3. Create a password
  - a. Re-submit password
  - b. Tick 'I am not a robot'
  - c. Tick 'CREATE ACCOUNT'

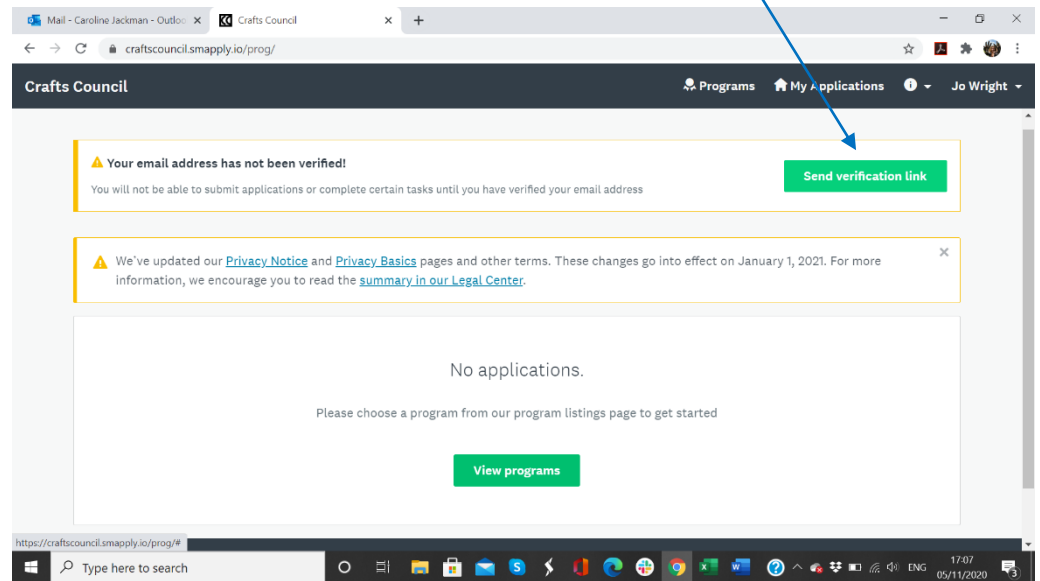
*If you have already applied to a previous Crafts Council opportunity using this SMA portal, your previous log in will still be valid.*

## Now you have your Survey Monkey Apply account

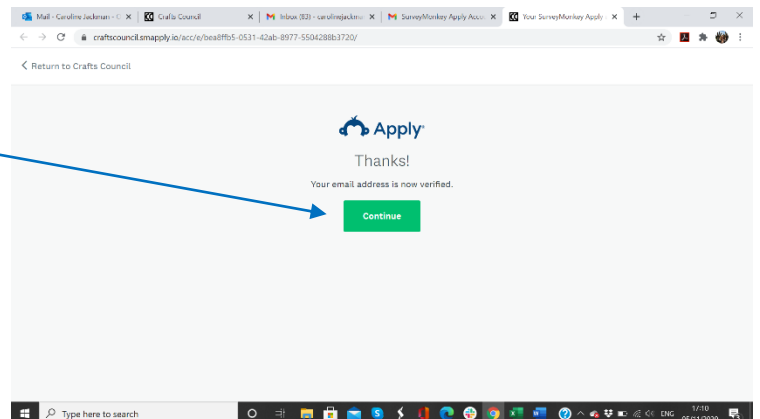


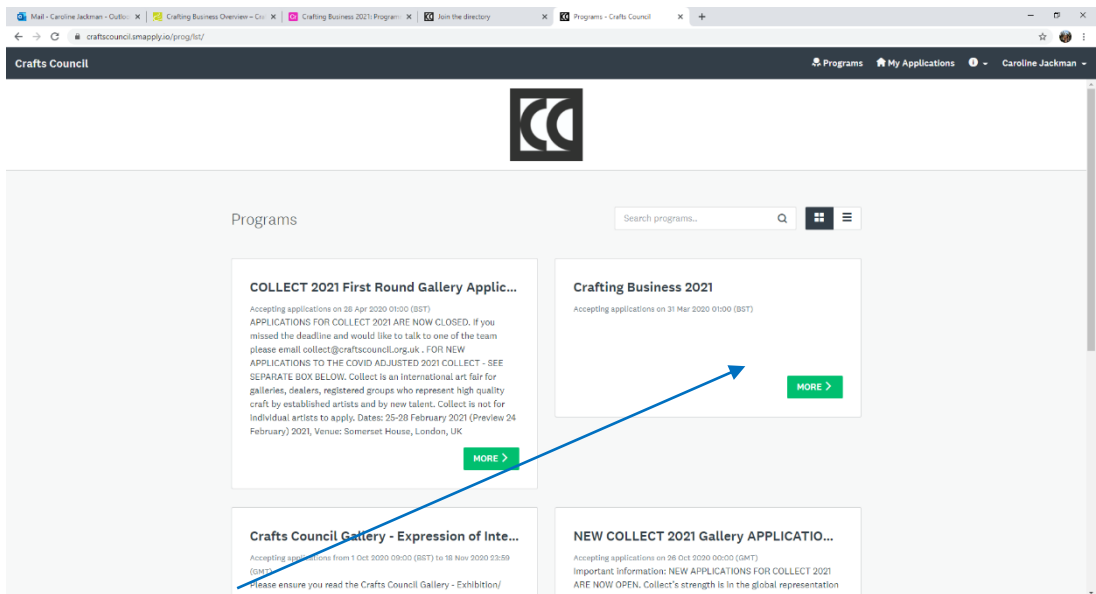
Click 'Continue to site' to proceed to your application

you will need to verify your email, click 'send verification link' and check your email Inbox for a message from Survey Monkey Apply



Once verified, you will see this screen; click 'continue'

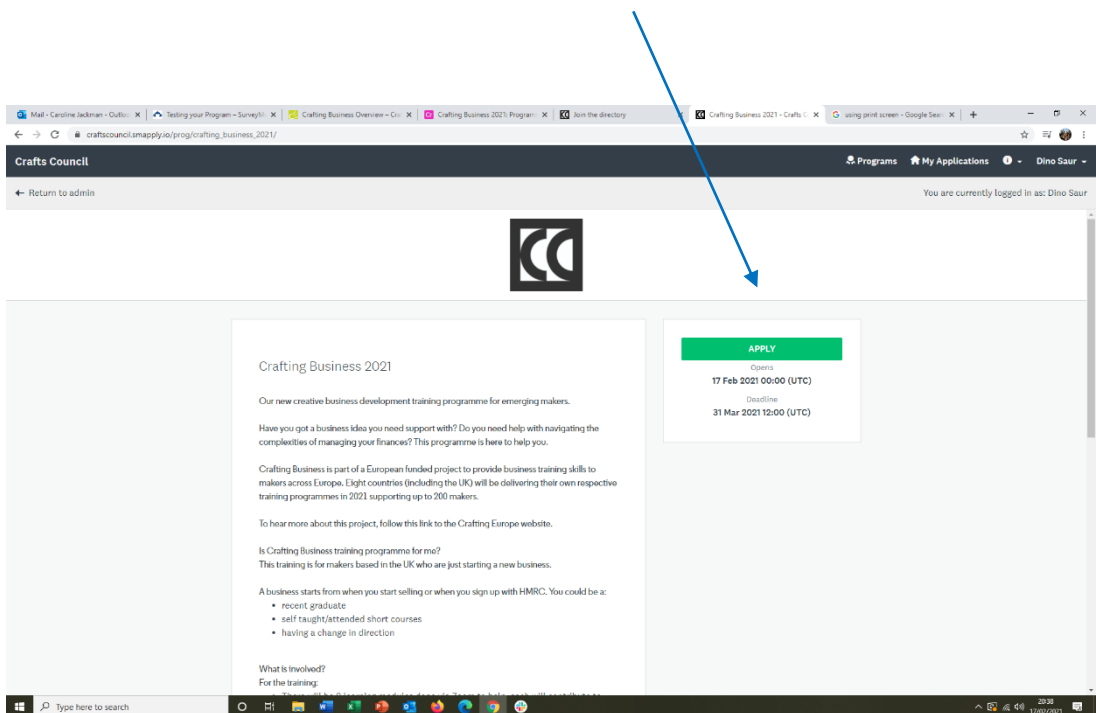


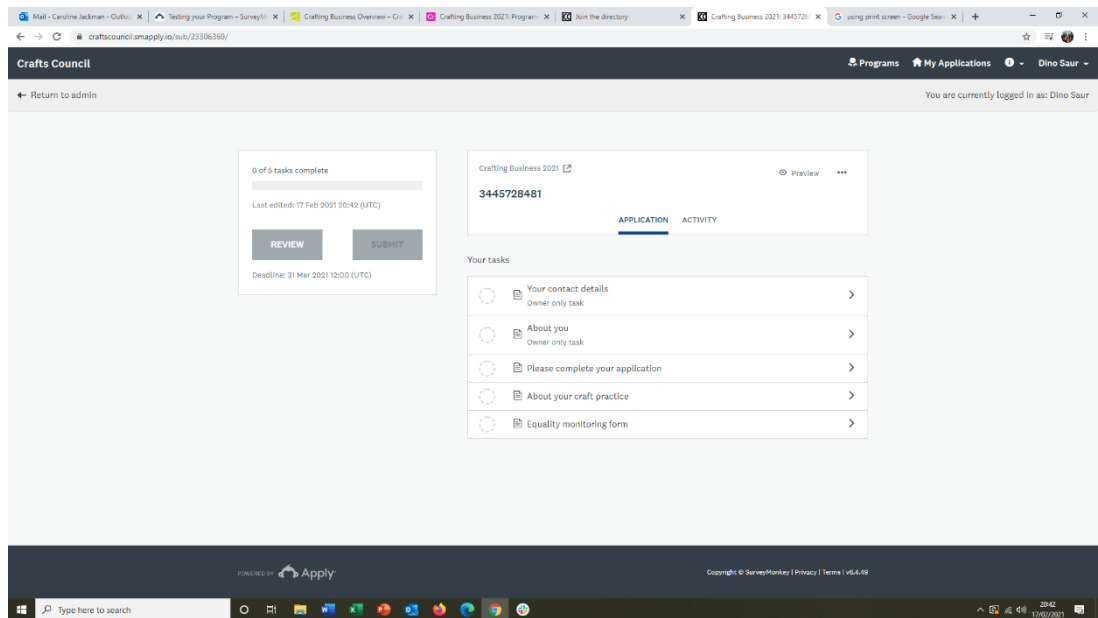


Now you are ready to complete your application. Select the application you need, by clicking 'more'

you are now on the Crafting Business 2021 application Information page. If you are unsure about the next steps, please read this page carefully.

When you are ready, click 'apply', the following page will open:





There are five sections to complete. Once you click submit, you will not be able to reedit.

You will need to have prepared and ready to upload:

1. Short description about your craft business or business idea.
  1. This can be done as a video file.
2. Up to 5 images of your work.
3. Referee contact details (contact name, email and phone number of someone you have worked with in your freelance craft field within the last 2 years, this can be a tutor, a gallerist or a mentor)

Any questions please email:  
Makerdev@craftscouncil.org.uk