



Supports for Artists 2008

This brochure outlines the Arts Council awards available to individual artists in 2008. It describes each award and its objectives, and who is eligible to apply. It explains how to make an application and how applications are assessed. Organisations are also eligible to apply for some of the awards. The awards offered in 2008 are:

- Travel and Training Award
- Bursary Award
- Commissions Award
- Projects: New Work Award
- Projects: Once-off Award
- Location One Fellowship
- Banff Residency
- Deis

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Inserted at the back of this brochure

Introduction

Supports for Artists 2008 outlines the Arts Council awards available to individual artists in 2008. The awards aim to assist artists in developing their arts practice and realising their ideas. Organisations are also eligible to apply for some of these awards.

This brochure describes each award and its objectives, and who is eligible to apply. It explains how to make an application and how applications are assessed.

The awards offered in 2008 are:

- Travel and Training Award
- Bursary Award
- Commissions Award
- Projects: New Work Award
- Projects: Once-off Award
- Location One Fellowship
- Banff Residency
- Deis

Artists or organisations can use the application form supplied with this brochure, or the Arts Council's online system, to apply for the Travel and Training Award, Bursary Award, Commissions Award, Projects: New Work Award or Projects: Once-off Award.

Application forms for the Location One Fellowship and Banff Residency can be requested from the Arts Council.

Artists seeking funding through Deis, a scheme for artists working in the traditional arts, submit a proposal rather than an application form.

The Arts Council also supports a number of funding schemes that are run in conjunction with other agencies. These include: Artist in the Community Scheme; Arts and Disability Awards; Documenting the Arts; Frameworks; Writers in Prisons Scheme; Visual Artists in Prisons Scheme; Performance and Touring Award; and Music Recording Scheme. These schemes are funded by the Arts Council but administered by partner organisations. Details of how to apply can be found towards the back of this brochure.

Information about all Arts Council funding programmes is available in the Financial Support section of the website, www.artscouncil.ie.

The provision of artists' awards will be reviewed in 2008 and provision in 2009 may be organised on a different basis.

Closing Dates

All applications for artists' awards must be received by the Arts Council no later than **5.30pm** on the relevant closing date.

Award	Closing date for applications
Travel and Training Award	Ongoing
Bursary Award	14 February 2008 26 June 2008
Commissions Award	20 March 2008 <i>For activities happening from July 2008</i> 11 September 2008 <i>For activities happening from January 2009</i>
Projects: New Work Award	6 March 2008 <i>For activities happening from July 2008</i> 24 July 2008 <i>For activities happening from January 2009</i>
Projects: Once-off Award	6 March 2008 <i>For activities happening from July 2008</i> 24 July 2008 <i>For activities happening from January 2009</i>
Location One Fellowship	21 February 2008 <i>For residency starting from September 2008</i>
Banff Residency	13 March 2008 <i>For residency starting from January 2009</i>
Deis	Ongoing

Making an Application

How do I apply?

You must read the Essential Information sections (pages 4 to 11) in this brochure and also the relevant sections on the awards that you may be eligible to apply for.

It is very important to understand the general application procedures and conditions that apply to all artists' awards, but it is equally important that you select and apply for the appropriate award. We advise you to read through the information about each of the various awards before you decide which one to apply for. If the activities for which you propose to seek support from the Arts Council are not relevant for funding under that particular award, then your application will be deemed ineligible.

Make sure that you pay particular attention to the Ineligible Applications section in this brochure, and to the information throughout the awards sections under the heading 'What is not eligible?'

If, having read the information provided in this brochure, you still have questions please contact the Arts Council directly.

Please note:

- We do not accept any applications once the deadline for the award has passed. Late applications are considered ineligible and returned to the applicant.
- We do not accept application forms or supporting material sent by fax or email.
- We do not accept application forms sent on CD-ROM or in other electronic formats (other than through the Arts Council's online process).

Once you have read and understood the relevant information about how to apply and about the different awards, you should fill in the application form. Applications for most Arts Council awards may be made either in hard copy (paper) or by using the Arts Council's online system.

How to apply online

Online applications are currently accepted for the following awards:

- Travel and Training Award
- Bursary Award
- Commissions Award
- Projects: New Work Award
- Projects: Once-off Award

To make an online application you must first register your details through the website, www.artscouncil.ie. Once registered, you will be given a password that will allow you to access the online applications website. The online application process is as follows:

1. Register as an online applicant.
2. Download the application form from the online applications website.
3. Save the application form to your computer.
4. Complete the application form.
5. Submit the completed application form through the online applications website.
6. Post or deliver your supporting material to the Arts Council enclosing a printout of the completed Supporting Material page of the application form and a signed copy of the Declaration page.

Online applicants for certain awards are given an additional week in which to submit supporting material.

How to apply in hard copy

The hard-copy application form can be used to apply for the following awards:

- Travel and Training Award
- Bursary Award
- Commissions Award
- Projects: New Work Award
- Projects: Once-off Award

To make a hard-copy application, you must complete the paper application form included at the back of this brochure. Your application form, along with supporting material, must be posted or delivered to us.

Application forms for the Location One Fellowship and the Banff Residency are available on request from the Arts Council.

For information on how to apply for Deis please refer to page 27 of this brochure.

Collaborative applications

Applications for a Commissions Award, Projects: New Work Award or Projects: Once-off Award are often collaborative applications. However, it is not necessary to make separate applications as the application form allows for information on all persons involved in the proposal to be included.

If more than one artist is involved in an application for a Travel and Training Award or Bursary Award, applications can be made in two different ways:

1. One artist from the collaboration makes the application on behalf of the collaborating individuals, i.e. that artist must take full responsibility for accepting the award, complying with conditions and receiving payment. If the award received is over €6,500 the artist must supply a tax clearance certificate. If you choose to apply in this way, the other collaborator(s) must be listed on the application form.

OR

2. Each artist involved in the collaboration fills out a separate application form. Each application must clearly identify the other artists involved and how the applications are linked. If separate applications are submitted, please note that each application must be accompanied by a detailed budget. Each applicant must specify the amount s/he is requesting from the Arts Council. Please note that, if their applications are successful, artists who apply in this way are paid individually. If the award received is over €6,500 each artist must supply a separate tax clearance certificate.

What must I include?

All applications must include the following:

1. A completed application form

A hard copy of the application form is contained in the back flap of this brochure, or you can use the Arts Council's online system.

2. Supporting material

2.1 Detailed description

A detailed description of your proposal must be submitted for all applications except the Travel and Training Award.

2.2 Current CV(s) of personnel involved in the proposal

You must include a current CV or current CVs of the key person or people involved in the proposal.

2.3 Additional supporting material

All applications must include relevant additional supporting material.

Please refer to pages 9 to 11 for more detailed information about supporting material. You should also read any specific information relating to the detailed description or supporting material for particular awards. The conditions relating to supporting material for Deis and for schemes run in conjunction with other organisations may vary so you should also review the relevant guidelines as appropriate.

Conditions and Criteria for All Awards

Eligibility to apply

- Individual applicants must have been born in, or be resident in, the Republic of Ireland. 'Residency' is based upon the following definition used by the Revenue Commissioners (in which Ireland means the Republic of Ireland):

You will be considered resident in Ireland, in a given year, in either of the following circumstances:

- *If you spend 183 days or more in Ireland in a calendar year (1 January – 31 December)*

OR

- *If you spend 280 days or more in Ireland over two consecutive years. In this case you will be considered resident for the second year. However, for this condition to apply you must spend a minimum of 30 days in Ireland in both of the tax years.*

Examples:

1. If you spend 140 days in the Republic of Ireland in year one and 150 days in year two, you are considered resident in year two.
2. If you spend 365 days in the Republic of Ireland in year one and 10 days in year two, you will not be considered resident in year two.

For the Commissions Award, either the artist or the commissioner must fulfil this residency criterion.

- Residents of Northern Ireland are not eligible to apply for Arts Council awards unless born in the Republic of Ireland.
- Organisations based outside the Republic of Ireland are eligible to apply; however, such organisations must demonstrate that the primary benefit of any proposed project is delivered in the Republic of Ireland or supports Irish-resident or Irish-born artists.
- If an application is ineligible, the Arts Council will return it to the applicant and advise accordingly.

General conditions for all awards

- Individual awards are subject to different limits, and all awards are offered subject to the availability of funds. Awards may be withheld or divided among applicants at the discretion of the Arts Council.
- For individual awards, a PPS number must be provided if the award received is over €650. Those receiving over €6,500 must present a tax clearance certificate from the Revenue Commissioners. Tax clearance certificates can be requested online at www.revenue.ie. It is not necessary to submit a tax clearance certificate with your application; however, if your application is successful, it will be necessary to submit one in order to receive payment.
- All correspondence will be between the Arts Council and the applicant personally, unless otherwise agreed.
- Successful applicants must acknowledge the support of the Arts Council in all promotional material associated with their work.
- Successful applicants must report on the utilisation of their award and supply receipts where appropriate. A report form and other relevant information will be sent to you with your letter of offer. The report form must be submitted with your request to receive the final instalment of your funding. Travel and Training awards under €1,500 are an exception and may be paid in full in advance of submission of the final report.
- Successful applicants must draw down and spend any funding received within one year of being notified of the award. In the case of a multi-annual Bursary Award, the funding must be drawn down within two or three years as appropriate.
- Organisations delivering programmes for children and young people are required to have adequate child protection and welfare policies and procedures in place. If your funding application involves work with children and young people you will be required to submit a copy of your child protection policy and procedures with your supporting documentation. For further information see *Guidelines for the Protection and Welfare of Children and Young People in the Arts Sector*, available on request from the Arts Council or on www.artscouncil.ie.

Ineligible Applications

General assessment criteria for all awards

All applications are assessed in the context of:

- General conditions and criteria outlined in this section;
- Specific purpose and priorities of the award;
- Specific artform / arts practice criteria within that award;
- Quality of the idea presented;
- Track record of the applicant;
- Potential demonstrated by applicants without an established track record;
- Provision of equitable conditions and remuneration for artists;
- Feasibility of the entire proposal, including financial feasibility;
- Competitive context and available resources.

Your application will be considered ineligible, and returned to you, if:

- You do not fulfil the general conditions and criteria (see page 6);
- The proposed activity has already taken place or will be completed before a decision is due to be made on your application;
- The proposed activity is for charity fund-raising purposes, for participation in a competition, or for primarily profit-making purposes;
- The proposed activity does not fit the purpose of the specific award for which you are applying;
- The project outlined has already been assessed by the Arts Council. An exception will be made if the Council has already advised you to redirect your application to another award. Please bear in mind that such advice is not an indication of a successful outcome;
- Your application or supporting documentation was late;
- You applied by sending an emailed or faxed application;
- You did not fully complete the application form;
- You did not include with your application all the required supporting material;
- You sent your supporting material by email, fax or as an attachment to your online application form (all supporting material must be submitted in hard copy).

Assessment Procedures

The Arts Council considers all applications, makes decisions and communicates these to applicants in accordance with set procedures, as outlined here. The aim is to ensure that the system for making awards is fair and transparent. Our assessment process operates as follows:

Assessment for eligibility

Each application is checked to ensure that the applicant meets the general conditions and criteria, that the application form has been fully completed and that the required supporting material has been included. We acknowledge the application in writing within three weeks of the closing date. At that time we may ask for clarification on a particular question or make a request for further information. Please note that acknowledgement letters are not issued for Travel and Training Award applications. Applications that are deemed ineligible are returned to the applicant (see page 7 for information about what makes an application ineligible).

Initial assessment

Arts Council staff, advisers and/or external assessors review all eligible application forms and supporting material. In most awards this assessment leads to the preparation of an initial recommendation. For some awards there is a shortlisting process.

Applications may then be passed on for further assessment either by a panel of peers or a committee of the Arts Council.

Peer panel meetings

The purpose of peer panel meetings is to allow for a diversity of expert views to inform the decision-making process. Peer panels normally comprise at least three external adjudicators with relevant artform and/or arts practice expertise. Each meeting is led by an Arts Council member acting as non-voting chair. Arts Council advisers and staff attend as required, and those involved in the initial assessment of applications are on hand to provide information.

All those attending receive information in advance of the meeting about all applications. Panel members have access to all application forms and supporting material on the day of the assessment (including those not shortlisted).

For some awards where shortlisting does not occur (notably Commissions), the relevant advisers and staff undertake a voting role in the panel assessment.

Final decisions

Final decisions are made at a meeting of the Arts Council. Applicants are informed of the decision as soon as possible following the meeting.

Timeframes

The Arts Council endeavours to assess applications as quickly as possible, but the volume of applications and the rigorous assessment process mean that it can take approximately 14 weeks from closing date to decision.

The assessment process for the Travel and Training Award takes less time, and we aim to post decision letters within four weeks of receipt of applications. Assessments are made by the relevant adviser and/or member of staff, and recommendations are presented to the Council for a final decision.

Please note:

- We assess solely on the basis of applications received and disregard any representations made by, or on behalf of, an applicant (with or without the applicant's permission) either before or after an application is made.
- We do not release details about grant decisions by telephone.

What happens if I receive an award?

A letter of offer will be sent to you detailing the amount of funding, and the terms and conditions of the award. You will be asked to write formally to the Arts Council to accept the award. Normally the award is paid in instalments and each payment requires a written request to 'draw down' the instalment. Payments are not made unless they are requested. Payments are usually made directly by credit transfer to the bank account of the successful applicant.

What happens if I do not receive an award?

You will be informed in writing if your application is not successful. Unfortunately, eligibility and compliance with application procedures alone do not guarantee receipt of an award. Because of the large volume of applications, demand for funding always exceeds the available resources. All awards are therefore made in a competitive environment focusing on the general assessment criteria outlined on page 7 and, where relevant, the specific criteria for the award.

Appeals and complaints

If you feel that the Arts Council's published procedures have not been followed, check the Appeals and Complaints Procedure available online (in Financial Support section of the website, www.artscouncil.ie), or contact the Arts Council for a copy of the Appeals and Complaints information sheet.

Supporting Material

Guidance on submitting supporting material

Along with your completed application form, you must include supporting material. This is a vital part of your application. Well-presented and relevant supporting material will help assessors to understand your proposal.

Supporting material must reach the Arts Council on or before the closing date (and before the closing time) specified for the award for which you are applying. No exceptions will be made. We do not accept any supporting material once the deadline has passed. If supporting material is received after the deadline, the application will be considered ineligible and will be returned to the applicant.

Supporting material is accepted in hard copy only. This means that any documents, CDs, DVDs, etc. must be sent by post or delivered to the Arts Council. We do not accept supporting material by email or fax. We do not accept supporting material submitted as an attachment with online applications. Detailed proposals, CVs, budgets, etc. must be sent in paper format; electronic versions of such documents (on CD or in other digital formats) will not be accepted.

If you complete the application form online, please ensure that you include a printout of the completed Supporting Material page of the application form as well as the signed Declaration page with your supporting material. Do not, under any circumstances, send unique or irreplaceable material. The Arts Council will not be responsible for any such material.

Supporting material includes the following:

1. Detailed description
2. Current CV(s) of personnel involved in the proposal
3. Additional supporting material

1. Detailed description

A detailed description of your proposal must be submitted for all applications except the Travel and Training Award. The detailed description helps Arts Council assessors to understand the full scope of your proposal and identify how the proposal meets the assessment criteria. It provides an opportunity for you to expand on the summary detail provided on your application form. The detailed description should be no more than two pages (500 words) in length.

What is included in the detailed description will depend on the award and the nature of the proposed activities. It might

include but would not necessarily be limited to:

- the artistic goals and ambitions;
- an expanded and detailed description of the project, i.e. what will happen, when it will happen and how it will happen;
- the expected results, who will benefit and how will they benefit;
- the context in which the proposal is being made;
- a schedule of the key steps of the project;
- any additional and relevant information on key partners;
- any additional and relevant administrative details;
- any additional and relevant technical details;
- any additional and relevant financial details.

2. Current CV(s) of personnel involved in the proposal

You must include a current CV or current CVs of the key person or people involved in the proposal. Full CV(s) should be provided rather than short biographies. Each CV should include an overview of relevant work, e.g. information about expertise in a particular area of work, or information about exhibitions, performances or recordings. Each CV should be no more than three A4 pages in length.

3. Additional supporting material

All applications must include relevant additional supporting material. The review of this material forms an integral part of the assessment process. What should be included as additional supporting material will depend on the award and the nature of the proposed activities. Such additional material might include but would not necessarily be limited to:

- documentation of the practice of the artist(s) and/or organisation(s) involved (see below for more information on prescribed formats for such documentation);
- submission of a more detailed budget breakdown in addition to the budget details on the application form;
- Invitations or letters supporting any claims of collaboration, offers of funding, etc;
- evidence of child protection policies and procedures for those organisations delivering programmes that involve children and young people;
- evaluation plans;
- references to similar initiatives or projects that might give a context to your proposal;
- other material as recommended under individual award schemes.

Supporting Material

Prescribed formats and requirements for supporting material documenting artists' or organisations' arts practice

Audio CD

Only standard audio CDs are accepted. Please specify the tracks you want the assessors to listen to.

CD-ROM

All disks should be readable on a PC. Please include a list of contents for the CD-ROM. We can accept only the following file formats:

- image files (JPEG): if you are submitting slides on a CD-ROM, a maximum of eight and a minimum of four slides should be submitted;
- sound files (WAV);
- video files (QuickTime – AVI/MOV);
- text files (RTF).

Other file formats are unacceptable.

Catalogue

Catalogues submitted should be of your most recent work. A maximum of two catalogues will be accepted.

DVD

Only standard DVDs are accepted. A page of context should be provided with a DVD. Information should include two to three lines detailing the name of the piece, date, thematic/general comments, where it was presented, names of performers, how the work was financed (i.e. an award, self-financed).

A minimum of five minutes is required. Long pieces should be edited; otherwise a selection of three extracts (maximum five minutes each) should be submitted.

Manuscript

Manuscripts or draft manuscripts submitted should be no more than 10 pages in length and should be accompanied by a synopsis. Published authors should include examples (a maximum of two) of recent publications.

Photographs

Photographs should be clearly labelled with a brief description of what the photograph is.

Publications

Any examples of previous publications being submitted must be your most recent work. A maximum of two will be accepted.

Reviews

Copies of reviews are not mandatory. If you wish to include reviews with your application, a maximum of two will be accepted.

Scores

Scores are not mandatory for composers or sound artists who do not use scores but are a requirement for all other music applications. You should submit up to three scores to show different examples of your work.

Script

One copy of the script and a synopsis must be submitted.

Slides

A maximum of eight and a minimum of four slides can be submitted. Slides should be 35mm x 35mm internal dimensions, or 50mm x 50mm including frame, and numbered 1–8, in chronological order (starting with your most recent images). A slide list must accompany your slides (see next item). Each slide must be correctly labelled, using either an indelible pen or good-quality slide labels, with your name, viewing order number and a dot in the lower left-hand corner to ensure correct orientation.

Slide list

The slide list must contain details of the title and date of the work, media and dimensions. The slide list must correspond to the viewing order of your slides and also to the labelling on them.

Transparencies

If required, a maximum of eight transparencies can be submitted. Transparencies must also be correctly labelled.

Treatment

A maximum of eight A4 pages can be submitted. You should also submit a short synopsis. Sample scenes should be supplied if applicable.

Video

Only standard VHS is accepted. A page of context should be provided with the video. Information should include two to three lines detailing the name of the piece, date, thematic/ general comments, where it was presented, names of performers and how the work was financed (i.e. an award, self-financed). A minimum of five minutes is required. Long pieces should be edited; otherwise a selection of three extracts (maximum five minutes each) should be submitted.

Workbooks and diaries

If your proposal involves a participatory process, you will want to show evidence of how this process might work. You may also wish to provide information that demonstrates your capacity and ability to work collaboratively. There are numerous ways in which a participatory process can be documented; workbooks and diaries made with participants are examples of material that can be used to demonstrate a participatory process.

Common mistakes to avoid when submitting materials documenting arts practice

- Inadequately labelled materials.
- No list of contents for items submitted.
- No indication of the relevance of materials to your application.
- Submitting CDs, DVDs, etc. without identifying what is on the CD or DVD.
- No slide list with slides – this can lead to confusion over dimensions, media and context.
- No examples of your own work (e.g. CDs, DVDs, slides).
- Too much irrelevant information (e.g. too many reviews). Be selective with what you submit. It is better to submit one high-quality example than a large amount of lesser-quality, irrelevant material.
- Not enough information. Assessors will have no basis on which to make a recommendation.
- Examples of old work. Assessors are interested in your recent or current work.

Travel and Training Award

Purpose and priorities of award

The primary purpose of the Travel and Training Award is to support training and other professional development opportunities through international travel. The scheme also encompasses a 'Come and See' component; applicants interested in this element of the award should note the specific limitations outlined below.

The Travel and Training Award will facilitate participation in one-off training opportunities, specialist courses or masterclasses. The award will support participation in formal postgraduate training only where it is made clear how the selected course or opportunity is of a type and/or at a level not available in Ireland. Other eligible professional development opportunities might include those that facilitate participation in workshops, internships, mentoring programmes, residencies, research opportunities or attendance at conferences/seminars.

The Travel and Training Award scheme can be availed of by individuals who want to travel abroad or by individuals/organisations who want to bring in specialists from abroad to deliver high-level training or mentoring directed at the professional development of artists.

Individuals and organisations may apply for funding to invite arts professionals from abroad to visit them as part of a 'Come and See' initiative. This allows for international arts professionals (e.g. producers, presenters, curators, critics) to travel to Ireland to see/experience the work of the applicant. The host individual or organisation may apply for the cost of travel and accommodation for the international guest(s). Payment will be made after the visit and only upon submission of receipts. Applicants must state whom they wish to invite and provide a rationale for the proposed visit (including desired outcome). Please note that while the invited visitor is encouraged to engage in other activities while in Ireland (e.g. giving lectures, leading workshops), the primary purpose must be to experience the work of the host individual or organisation for a specific purpose.

It is important to note that with effect from 1 June 2008 the 'Come and See' element of this scheme will become part of the support services offered by Culture Ireland. After this date all enquiries and requests for support for 'Come and See' should be directed towards Culture Ireland. See below for contact details.

Culture Ireland will be taking increasing responsibility for supporting international promotion and networking by Irish artists and arts organisations as part of its mandate to support Irish arts internationally. The Arts Council will continue to have a role in the international sphere, especially as regards the professional development of Irish artists. The Arts Council and Culture Ireland will continue to liaise on all matters of mutual concern to ensure efficient and effective service and deployment of resources.

Who can apply?

Please refer to the general Conditions and Criteria for All Awards on page 6. The Travel and Training Award is open to artists and other individuals working professionally in the arts. In a limited number of cases organisations may also apply, as detailed above.

What is not eligible?

Please refer to page 7 for general information on Ineligible Applications. In addition, the following will not be considered eligible under this award:

- Applications that duplicate the effect of other funding or that are more suitable for other funding;
- Training and professional development within Ireland;
- Travelling abroad where the primary purpose is networking, marketing or promotion (please refer to Culture Ireland);
- Primary and secondary education;
- Undergraduate and vocational courses;
- Students wishing to use the award to transport them back and forth to their studies abroad;
- Exhibiting, presenting, performing or participating in arts productions/events (please refer to Culture Ireland);
- Delivering papers at conferences or seminars;
- Placements within commercial arts or other businesses (such as architectural practices and film companies);
- Non-professional arts courses;
- Costs incurred in Ireland during travel abroad, e.g. rent, loss of income;
- Tours and touring groups;
- Individuals attending interviews for employment;
- Commercial trips;
- Performers attending auditions;
- Fund-raising trips.

What and how much can I apply for?

Eligible costs include those relating to travel, accommodation, subsistence, course fees, conference fees, etc. The scheme is intended to assist applicants in meeting the additional costs arising from a training course or opportunity abroad. The maximum available award is €12,000; however, it is anticipated that only a very limited number of awards will be offered at this level and that most awards will be made at a significantly lower level. Please be advised that this is a highly competitive scheme. Where funding is offered it may in some instances only cover a portion of the amount requested. Any financial contribution the applicant is making towards the proposed expenditure should be clearly identified in the budget section of the application form.

The Council will consider additional costs if they are specifically related to the making of art by artists with disabilities. If you wish to apply for additional funding on this basis you should provide information with your application outlining what these additional costs are.

Supporting material

Please refer to the guidance notes on pages 9 to 11.

Where appropriate and available any letters of invitation or acceptance on courses, workshops, residencies, etc. should also be provided. Detailed information on the course, conference or workshop should also be provided where relevant.

If assessors do not feel that there is enough detail to make an informed decision about your application, they will be unlikely to prioritise your submission.

Assessment criteria

Please refer to the guidance notes on page 7.

Conditions of an award

Please refer to the guidance notes on page 6.

Deadlines

There are no formal deadlines for the Travel and Training Award. However, if you are applying for funding to attend a formal course (postgraduate or equivalent), you must submit your application at least three months before the course begins. If you wish to attend a short-term or informal course (e.g. workshop or masterclass), or travel abroad to avail of other eligible opportunities (e.g. residency, conference), you must submit your application at least four weeks before the course begins or your departure. The assessment process may take longer than four weeks, and applicants are advised to submit their applications as early as possible.

Please note that applications for the 'Come and See' initiative will not be accepted by the Arts Council after 1 June 2008; applicants are advised to contact Culture Ireland after this date.

For further information

Arts Council
Tel: +353 1 618 0200
Callsave: 1850 392 492
Email: travelandtraining@artscouncil.ie

Culture Ireland
Room 3.32
Frederick Buildings
South Frederick Street
Dublin 2
Ireland

Tel: +353 1 631 3905
Fax: +353 1 631 3956
Email: cultureireland@dast.gov.ie
Web: www.cultureireland.gov.ie

Bursary Award

Purpose and priorities of award

The primary purpose of this award is to support professional artists in developing their arts practice.

Specifically, it can be used to 'buy time' and provide artists with the space, equipment, facilities and freedom to concentrate on their practice, particularly through releasing them from other commitments.

While the emphasis is on time and space for research, thinking and development of the applicant's art practice, the scheme also allows for costs associated with the production and or dissemination of work.

Who can apply?

Please refer to the general Conditions and Criteria for All Awards on page 6. The Bursary Award is open to individuals at all stages of their careers working in any artform, arts practice, discipline or genre. Applicants must be practising professional artists or arts workers. Although they may not necessarily earn income continuously from their arts practice, they must identify themselves and be recognised by their peers as practising artists. Eligible applicants might include:

- Architects;
- Artists working in a wide range of social, educational or community contexts;
- Choreographers (ballet, contemporary, traditional, etc.);
- Composers (contemporary, classical, jazz, traditional, etc.);
- Devisers (those engaged in work created through an improvisation process, which is then committed to some form of repeatable documentation, e.g. script, video, or other notation);
- Film artists;
- Performers (process-based artists working in dance, music or theatre);
- Theatre directors;
- Visual artists (sculptors, painters and artists working in digital media);
- Writers (poetry, drama, fiction, literary biographies of living artists, and research into the theory and practice of contemporary arts);
- In line with the Traditional Arts Initiative 2005–2008, we welcome applications from those working in traditional artforms.

What is not eligible?

Please see page 7 for general information on Ineligible Applications. In addition, the following will be considered ineligible under this award:

- Applications that duplicate the effect of other funding or that are more suitable for other funding (e.g. Travel and Training Award);
- Major capital costs and purchases;
- Costs of renting spaces that are already funded by the Arts Council (e.g. group studios);
- Completion finance for films or performance projects;
- Production funding for short or feature films.

What and how much can I apply for?

The maximum Bursary Award available is €15,000 per year per artist. In a limited number of cases the Arts Council will also support applications for multi-annual bursaries of up to €30,000 for a two-year period or €45,000 for a three-year period.

Applicants may apply for living costs, materials and equipment as well as third-party expertise or the hiring of services where they are intrinsic or necessary to the creative process or to the production or dissemination of work.

In addition to the normal limits stated above the Arts Council will also consider additional costs specifically relating to the making of art by artists with disabilities. If you wish to apply for additional funding on this basis you should provide information with your application outlining what these additional costs are.

Detailed description

In preparing a detailed description in support of your application, please refer to the guidance notes on page 9.

It is acknowledged that, given the nature of the Bursary Award (which focuses on research and development), it may not be possible in some instances to identify specific outcomes. In such cases the ambitions of the artist, the anticipated benefit to the artist and the context in which the application is being made will be of particular importance to assessors in considering the application. It can also be difficult to quantify a budget for a Bursary Award, particularly where applicants are seeking to buy time or apply for loss of income if a work break is proposed. In such cases applicants should give a clear indication within their detailed description of the basis upon which the budget has been calculated, including the amount of time that a Bursary Award might allow.

Supporting material

Please refer to the guidance notes on pages 9 to 11. A current CV and relevant documentation of your practice are essential. You should submit documentation that clearly demonstrates your practice and, where appropriate, materials that might demonstrate potential. For example, literature applicants should provide a draft manuscript and synopsis; applicants writing for theatre might include examples of past work and dialogue of proposed works; dance applicants might provide a DVD documenting recent performances; and visual artists might include photographs of work on exhibition and in progress.

Assessment criteria

Please refer to the guidance notes on page 7.

Conditions of an award

Please refer to the guidance notes on page 6.

For further information

Tel: +353 1 618 0200

Callsave: 1850 392 492

Email: awards@artscouncil.ie

Commissions Award

Purpose and priorities of award

The primary purpose of this award is to facilitate creative partnerships between a diverse range of commissioners and artists that result in new work or repertoire renewal. These partnerships should lead to a public performance, a publication, an exhibition or another form of dissemination of the commissioned work in Ireland or abroad. In theatre the commission might lead to the completion of a script but not necessarily a full production.

In the context of this scheme the definition of a 'commission' is where one person or entity commissions another to create a new piece of artistic work or dynamic repertoire renewal, and where the creative results will be controlled by the commissioned artist(s).

It should be noted that the award provides for the cost of artists' fees only.

Applications will be prioritised that:

- are from new types of commissioners;
- demonstrate a strong collaborative process between the commissioner and the commissioned artist(s) across all aspects of the project;
- extend the boundaries and deepen the experience and understanding of artforms and/or arts practices;
- provide for an extended life for the work that has been created.

Who can apply?

Please refer to the general Conditions and Criteria for All Awards on page 6. The Commissions Award is open to artists, groups of artists, organisations and arts professionals, or combinations thereof, working in any artform or area of arts practice.

Please note that the residency criterion (see page 6) for this award applies to either the commissioner or the commissioned artist. For example, a German ensemble may commission an Irish artist, or an Irish theatre company may commission a writer from France.

Organisations in receipt of funding from other Arts Council schemes are eligible to apply for this award. However, they must demonstrate that the proposed project represents a significant departure from, and is distinctly additional to, their existing programmes. In particular, this scheme is not intended to act as a 'top-up' fund for organisations in receipt of support

under any of the following schemes:

- Regularly Funded Organisations
- Annual Funding
- Annual Programming Grants
- Small Festivals Scheme
- Projects: Once-off Award

Who can be commissioned?

Those commissioned can be an individual artist or a group of artists. There is no limit to the number of commissions a commissioner can apply for, so long as it involves different artists.

What is not eligible?

Please see page 7 for general information on Ineligible Applications. In addition, the following will be considered ineligible under this award:

- Applications that duplicate an organisation's existing work programmes or ongoing administration;
- Capital expenses;
- Artists who wish to commission themselves;
- Proposals better suited to other Arts Council funding programmes or to funding schemes which the Arts Council offers in conjunction with other agencies/ organisations;
- Commissions already completed or where the fee has already been paid;
- Irish-language commissions in receipt of funding from Ealaín na Gaeltachta.

What and how much can I apply for?

Awards of between €1,000 and €10,000 are likely to be made. Under certain circumstances larger awards may be made.

The Commissions Award will only support fees to artists. All other costs relating to development, production, presentation or dissemination must be borne by the commissioner. Even though the Arts Council will not fund other such costs, you must provide details of all income and expenditure relating to the project in order to demonstrate the overall viability of the commission project.

The Council will consider additional costs if they are specifically related to the making of art by artists with disabilities. If you wish to apply for additional funding on this basis you should provide information with your application outlining what these additional costs are.

Artform and arts practice guidelines/priorities

The following is intended as a guide to the type of commissions that could be supported under this award. It also describes any additional criteria or priorities that may relate to particular artforms or arts practices.

Potential **architecture** commissions could be those that:

- result in new and original work from an architect or architects which has a physical and tangible result (e.g. publication, exhibition, built construction or other outcome) appropriate to the idea;
- bring architecture to new audiences and have at their core an ambition to enable wider public and professional engagement with, and a better appreciation of, architecture. Such proposals should also indicate how the long-term management of, and access to, the work will be handled.

Potential **circus, street arts and spectacle** commissions could be those that:

- offer new ways of working, with partners from inside or outside of the artform, to create high-quality work which creatively challenges those involved;
- provide new working models of excellence within these artforms/communities;
- strengthen existing or generate new partnerships, nationally and internationally, and highlight the capacity of the artforms involved.

Potential **dance** commissions could be those that:

- enable the creation of new work from dance artists with a proven track record or potential;
- result in new work from an artist or artists specifically for performance which does not replicate the usual commissioning relationship.

Potential **film** commissions could be those that:

- explore new ideas and types of commissioning in film where the resulting commission exists as a work in its own right (e.g. a film director commissioning a composer to write a film score or an artist to create a storyboard).

Potential **literature** commissions could be those that:

- enable an artist or artists, an arts organisation or agency to commission a writer to create a new piece of work (poem, story, extract of text) for treatment in new creative formats, e.g.:

- without the physical and textual constraints of a book format, i.e. visualised, or for live performance, oral transmission or recording;
- for multimedia publication and broadcast;
- in response to another work of art, or as a multidisciplinary or cross-artform piece of new work;
- enable a publisher or arts organisation (with a strong national and international book distribution record) to commission a writer, editor or critic to write an exceptional book, or to compile an exceptional collection of new works by writers with a proven track record or potential, with the aim of increasing audiences for the work of living writers and poets.

The following literature commissions will not be considered under this award:

- commissions that are aimed primarily at the language learning, adult literacy, education and academic communities.
- applications from writers looking for funding to work on a specific novel, collection of poetry or other piece of critical or creative writing (please refer to the Bursary Award, page 14).

Potential **music** commissions could be those that:

- enable individual performers/ensembles to commission a composer or composers to write work for specific performance(s);
- enable promoters, venues or festivals to commission works for Irish or international artists for performance at their events;
- result in a non-score-based, electronic, sound-art or installation-type composition;
- foster new or experimental ways of conceiving music.

Potential **opera** commissions could be those that:

- enable producers to commission composers or librettists to write a work or works with specific performance(s) in mind – within Ireland or internationally;
- enable producers to commission composers, arrangers or librettists to re-interpret existing operas in new ways (e.g. to adapt an opera for particular performing conditions, to update editions of neglected or historic repertoire or to create an artistically unique new interpretation of an existing work);
- result in a new translation/adaptation of the text of an existing opera.

Commissions Award

Potential **participatory arts, arts-in-education and youth arts** commissions could be those that enable skilled artists to collaborate with people, possibly including the following:

- commissioning a new piece of work which will incorporate high levels of audience interaction or engagement;
- a commission in a youth arts, arts in schools, participatory arts, arts and health or arts and disability setting, or with a wider public (including organisations, clubs or societies);
- a commission intended to develop people's artistic skills through collaboration, where a skilled artist or skilled artists facilitate(s) or enable(s) this collaboration.

Proposals that focus on art therapy rather than arts practice will not be considered under this award.

Potential **theatre** commissions could be those that:

- involve commissioning a writer to create a new play or adaptation of a work of literature for the stage;
- involve commissioning a composer or sound artist to create new music or soundscape for the stage.

Commissions awarded in theatre will prioritise the commissioning of experienced writers and composers, but consideration will also be given to the commissioning of emerging writers and composers by theatre organisations with a strong record in commissioning new work.

Theatre proposals for the compilation of existing music and/or sound effects in traditional production practice, and commissioner's costs (e.g. for devising, workshops, readings or production) that may be applied for under other funding programmes will not be considered under this award.

Potential **traditional arts** commissions could be those that:

- involve individuals, groups/bands, organisations, promoters, venues or festivals commissioning a traditional artist with a proven track record or with potential to compose a new work, or a new work that derives from the traditional repertoire;
- commissioning a work for solo and/or ensemble performance by established and/or emerging and/or young artists;

- commissioning a collaboration between the traditional arts and other artforms;
- commissioning a collaboration between Irish and international artists in the creation of a work;
- commissioning a work for performance within Ireland or internationally.

Should potential applicants have applied successfully to Deis on more than two occasions they may then be directed towards one of the other awards outlined in this brochure.

Potential **visual arts** commissions could be those that:

- create unique opportunities for artists, individuals or organisations to collaborate in diverse groupings to develop creative work;
- relate particular contemporary creative practices to methods of distribution and dissemination most appropriate to the ambitions of the commission.

Detailed description

In preparing a detailed description in support of your application, please refer to the guidance notes on page 9. Please also refer the section above on 'Artform and arts practice guidelines/priorities'.

Supporting material

Please refer to the guidance notes on pages 9 to 11. In addition, all applications should include a proposed schedule for payment of artists' fees.

Assessment criteria

Please refer to the guidance notes on page 7.

Conditions of an award

Please refer to the guidance notes on page 6. In addition, applicants should note that in the event of an award being granted the commission fee is paid directly to the artist, not to the commissioner.

For further information

Tel. +353 1 618 0200

Callsave: 1850 392 492

Email: awards@artscouncil.ie

Projects: New Work Award

Purpose and priorities of award

The primary purpose of this award is to facilitate the development and/or production of innovative and challenging new work or working processes.

This scheme prioritises experimentation, innovation and collaboration as well as projects that extend the boundaries and deepen the experience and understanding of artforms and/or arts practices.

Applicants can apply for the research and development phase (stage 1) and/or the production/delivery phase (stage 2) of a project. This allows for phased funding of projects.

Who can apply?

Please refer to the general Conditions and Criteria for All Awards on page 6. The Projects: New Work Award is open to artists, groups of artists, organisations or arts professionals, or combinations thereof, working in any artform or area of arts practice.

Organisations in receipt of funding from other Arts Council funding programmes are eligible to apply for this award. However, they must demonstrate that the proposed project represents a significant departure from, and is distinctly additional to, their existing programmes. In particular, this scheme is not intended to act as a 'top-up' fund for organisations in receipt of support under any of the following schemes:

- Regularly Funded Organisations
- Annual Funding
- Annual Programming Grants
- Small Festivals Scheme
- Projects: Once-off Award

What is not eligible?

Please refer to page 7 for general information on Ineligible Applications. In addition, the following will be considered ineligible under this award:

- Applications that duplicate an organisation's existing work programmes or ongoing administration;
- Capital expenses;
- Touring;
- Proposals better suited to other Arts Council funding programmes or to funding schemes which the Arts Council offers in conjunction with other agencies/ organisations;
- Irish-language projects in receipt of funding from Ealaín na Gaeltachta.

What and how much can I apply for?

The level of award available ranges from €5,000 to €50,000.

While the emphasis of this scheme is on the development and/or production of innovative new work or working processes, applicants may also apply for associated costs relating to presentation or distribution.

The Council will consider additional costs if they are specifically related to the making of art by artists with disabilities. If you wish to apply for additional funding on this basis you should provide information with your application outlining what these additional costs are.

Artform and arts practice guidelines/priorities

The following is intended as a guide to the type of projects that could be supported under this award. It also describes any additional criteria or priorities that may relate to particular artforms or arts practices.

Potential **architecture** projects could be those that:

- seek to develop architecture through the collaboration of architects with other artists and across other artforms (e.g. theatre, dance, visual arts, street arts);
- develop new, original and critical work by an individual architect or a collective of architects and other artists;
- have a tangible and physical outcome, e.g. a publication, an exhibition and/or a building construction.

Architecture projects that are already being constructed or developed as part of another building scheme or procurement process will not be considered for this award.

Potential **circus, street arts and spectacle** projects could be those that:

- allow artists to work with professionals, such as choreographers, directors and costume designers, to develop work that is new to both the artists involved and the audiences;
- enable artists, across a range of genres within these artforms, to create work that changes their own concepts of current working practices;
- provide suitable rehearsal times, which enable artists to explore the boundaries of the artforms, in advance of public performance.

Projects: New Work Award

Potential **dance** projects could be those that:

- propose original artistic ideas where dance artists engage with collaborators in the creative and/or production processes, towards creating new and unique works of dance;
- involve new and/or experimental collaborative partnerships;
- seek to develop dance work in new and other media.

Potential **film** projects could be those that:

- are of a non-narrative nature;
- involve the development of ideas by individual writers or directors working on their own.

Potential **literature** projects could be those that:

- allow a writer to explore creative projects through original and experimental writing and/or through working collaboratively with other writers, artists of other disciplines and arts organisations;
- take a fresh approach to introducing writers and their work directly to new audiences and contexts using a combination of traditional and innovative methods, including web-based projects, e.g:
 - digital publications (including online) of high quality, and experimental in form;
 - transnational collaborations between writers and digital artists;
 - online audience development initiatives, e.g. online book clubs, online 'writers in residence';
- involve reader development initiatives in appropriate contexts: in a book environment (e.g. libraries, schools or bookshops where participants would have ready access to books) or where projects would be run by experienced professionals/writers over extended periods of time.

The following literature projects will not be considered under this award:

- projects that are aimed primarily at the language learning, adult literacy, education and academic communities;
- applications from writers looking for funding to work on a specific novel, collection of poetry or other piece of critical or creative writing (please refer to the Bursary Award, page 14).

Potential **music** projects could be those that:

- develop new work by an individual composer or a composer in collaboration with other artists within music or other artforms;
- are experimental or improvised;
- integrate a number of areas of work in combination (e.g. composition, workshopping, educational programmes, performance, recording).

Stand-alone music recording projects will not be considered under this award. Applicants should refer to the Music Recording Scheme administered by Music Network (see page 32).

Potential **opera** projects could be those that:

- develop new work by composers, librettists, directors or performers in collaboration with artists from other artforms, where appropriate;
- support experimental opera / music theatre initiatives.

Potential **participatory arts, arts-in-education and youth arts** projects could be those where artists or arts organisations work in partnership with other organisations or the public to produce new work that:

- extends the boundaries of arts practice;
- offers forward-looking models for learning, for creativity, and for culture and society;
- is designed to have a long-term, or sustainable, impact on people's artistic skills, ambitions and policy;
- ideally includes a research and development phase; training or supports for artists and key workers (e.g. teachers or youth workers); supports for evaluation and reflection; local, national and international partnerships; supports which ensure high-quality engagement with skilled artists;
- emerges from agreements between all partners concerning their involvement in the project, their contribution, and how the work informs and meets their needs or policies;
- adheres to the principles outlined in *Artists-Schools Guidelines* (Arts Council, 2006), in the case of arts-in-schools initiatives.

Potential **theatre** projects could be those that:

- involve the development or production of wholly new and original stage performance work through the processes of individual theatre maker(s), ad hoc companies or cross-disciplinary collaborations, and through other organisations departing from their usual practices.

The following theatre projects are unlikely to be prioritised for this award:

- the development or production of new or existing plays through traditional creative, workshop or rehearsal processes;
- devising, where this process is the only new aspect of development or production;
- productions that are inadequately staffed and/or do not follow best practice in terms of care and fair and equitable remuneration for artists;
- applications from educational or academic institutions;
- applications that are not accompanied by fully detailed production budgets.

Potential **traditional arts** projects could be those that:

- develop new work by an individual artist or group/band;
- develop new contexts for work derived from the traditional repertoire;
- involve the collaboration of traditional arts with other artforms;
- are multifaceted in approach (e.g. performance and composition or transmission or recording);
- engage expertise from other artform areas or from the traditional arts community internationally.

Potential **visual arts** projects could be those that:

- involve an investigative approach to the development of ideas through explorative and structured research;
- require specialist knowledge, technology or skills necessary to undertake exploratory or development work and may involve the purchase of reproduction rights from archives, libraries, etc;
- involve critical inquiry and challenge established and/or emerging conventions in creative practice;
- are based on needs identified through specific conceptual and technical research.

Detailed description

In preparing a detailed description in support of your application, please refer to the guidance notes on page 9. Please also refer to the section above on 'Artform and arts practice guidelines/priorities'.

Applicants are especially advised to provide all relevant budget details. Where appropriate this might include an extended breakdown of the budget outlined on the application form or clarification of budget headings or how costs have been calculated.

If assessors do not feel that there is enough detail to make an informed decision about your application, they will be unlikely to prioritise your submission.

Supporting material

Please refer to the guidance notes on pages 9 to 11.

Applicants are advised that larger-scale projects should be accompanied by detailed budgets. This is particularly important for productions in music, dance and theatre but also applies to other artforms / arts practices where relevant.

Assessment criteria

Please refer to the guidance notes on page 7.

Conditions of an award

Please refer to the guidance notes on page 6.

For further information

Tel: +353 1 618 0200

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Email: awards@artscouncil.ie

Projects: Once-off Award

Purpose and priorities of award

The primary purpose of this award is to support ambitious, high-quality, stand-alone initiatives that deliver a presentation to or an engagement with an audience or public.

Projects which have the potential to reach new audiences or participants, or which create new contexts for engaging with a particular art form, are particularly welcome.

Applications can only be accepted for once-off initiatives. This means projects must be distinctly and clearly defined from any other ongoing programme and they must be self-contained and finite in nature.

Who can apply?

Please refer to the general Conditions and Criteria for All Awards on page 6. The Projects: Once-off Award is open to artists, groups of artists, organisations and arts professionals, or combinations thereof, working in any artform or area of arts practice.

What is not eligible?

Please refer to page 7 for general information on Ineligible Applications. In addition, the following will be considered ineligible under this award:

- Applications that duplicate an organisation's existing work programmes or ongoing administration;
- Capital expenses;
- Proposals better suited to other Arts Council funding programmes or to funding schemes which the Arts Council offers in conjunction with other agencies/ organisations;
- Irish-language projects in receipt of funding from Ealaín na Gaeltachta;
- Applications from organisations already in receipt of funding through the following programmes:
 - Regularly Funded Organisations
 - Annual Funding
 - Annual Programming Grants
 - Small Festivals Scheme

What and how much can I apply for?

The level of award available ranges from €10,000 to €100,000.

While the emphasis of this scheme is on facilitating a presentation to or an engagement with an audience or public, applicants may also apply for a limited level of development costs as part of the wider project.

The Council will consider additional costs if they are specifically related to the making of art by artists with disabilities. If you wish to apply for additional funding on this basis you should provide information with your application outlining what these additional costs are.

Artform and arts practice guidelines/priorities

The following is intended as a guide to the type of projects that could be supported under this award. It also describes any additional criteria or priorities that may relate to particular artforms or arts practices.

Potential **architecture** projects could be those that:

- have a tangible and physical outcome, e.g. a publication, an exhibition and/or a building construction;
- re-interpret, re-present or re-construct existing architectural ideas, theories or built works in an original and unique way in order to make new work;
- bring architecture to new audiences and have at their core an ambition to make possible wider public engagement with, and a better appreciation of, architecture.

Architecture projects that are already being constructed or developed as part of another building scheme or procurement process will not be considered for this award.

Potential **circus, street arts and spectacle** projects could be those that:

- assist artists and organisations to create work at an appropriate level and scale for their artistic ambitions;
- allow for individual learning by creating new working relationships with those inside or outside these artforms;
- enable recipients to demonstrate their artistic potential through appropriate funding.

In circus, street arts and spectacle the Arts Council would like to stress that it welcomes proposals from a wide range of applicants, from large-scale promoters through to individual artists. Applicants should note that it is important that their proposals clearly identify the artistic aims of their proposal and how these will be met.

Potential **dance** projects could be those that:

- are initiated by dance artists wishing to create new productions;
- are proposed by emerging dance artists with at least two years of professional dance experience; these may be awarded up to €20,000;
- are proposed by mid-career dance artists who have five years or more of professional dance experience; applicants in mid-career can apply for the maximum award.

Applicants should note that proposals for dance productions must be accompanied by detailed budget breakdowns.

Potential **film** projects could be those that:

- are experimental and therefore have difficulty in accessing funding from other agencies or broadcasters.

Potential **literature** projects could be those that:

- allow a writer to explore creative ideas and work towards a physical or tangible result, e.g. a commissioned publication or performance, connected to an event or series of events or a festival, or a text-based piece of public art;
- involve the creation of one-off 'artbooks' of high quality, e.g. collaborations between writer(s) and visual artists.

Applications from writers looking for funding to work on a specific novel, collection of poetry, other piece of critical or creative writing will not be considered eligible under this award (please refer to Bursary Award, page 14).

Potential **music** projects could be those that:

- are performance oriented (concerts, series, tours) and focus on repertoire new to audiences, and/or offer experiences unique in the context for which they are intended, for example:
 - repertoire by major international figures that is rarely performed in Ireland;
 - second performance projects featuring existing Irish compositions;
 - repertoire by neglected historical figures (Irish and international);
- bring music to new contexts or new audiences or expand the avenues through which music reaches people.

Potential **opera** projects could be those that:

- involve opera productions that complement the range of opera currently supported by the Arts Council (e.g. core operatic repertoire that is not regularly performed in Ireland, contemporary opera or unusual opera repertoire for which a compelling case for performance can be made);
- bring opera to new contexts or new audiences, or expand the avenues through which opera reaches people.

Potential **participatory arts, arts-in-education and youth arts** projects could be those that involve partnerships where artists or arts organisations work with other organisations or the public, and which:

- are designed to have a long-term, or sustainable, impact on people's artistic skills, ambitions and policy;
- ideally include a research and development phase; training or supports for artists and key workers (e.g. teachers or youth workers); supports for evaluation and reflection; local, national and international partnerships; supports which ensure high-quality engagement with skilled artists;
- have reached agreements with all partners on their involvement in the project, their contribution, and how the work informs and meets their needs or policies;
- adhere to the principles outlined in *Artists~Schools Guidelines* (Arts Council, 2006), in the case of arts-in-schools initiatives.

Potential **theatre** projects could be those that:

- are proposed by emerging professional practitioners who are in the first five years of practice and wish to produce a play from an existing text. These may be awarded up to €15,000 and may be used for production support (e.g. for hiring an experienced mid-career artist such as an actor, director or designer; paying for performance rights; venue hire; marketing costs);
- are proposed by mid-career professional practitioners who have more than five years of practice. These awards will be made across three production scales – €25,000, €60,000 and over €70,000. Projects may include:
 - theatre productions for all types (existing and new texts, visual and/or devised theatre);
 - applications from any individual or group of mid-career theatre artists.

Projects: Once-off Award

The following theatre projects are unlikely to be prioritised for this award:

- devised plays or new writing productions from emerging practitioners;
- productions that are inadequately staffed and/or do not provide care and fair and equitable remuneration for artists under best practice;
- applications that are not accompanied by fully detailed production budgets;
- applications from educational or academic institutions;
- amateur theatre productions.

Potential **traditional arts** projects could be those that:

- are linked to a significant date in the history of traditional arts;
- are performance based (e.g. concerts, tours);
- have tangible outcomes (e.g. recording, publication);
- develop the infrastructure for traditional arts;
- develop audiences for the traditional arts.

Potential **visual arts** projects could be those that:

- involve a critical engagement with modes of exhibition, the presentation or re-presentation of work, and the conventions of exhibition practices;
- involve a serial or process-based approach.

Detailed description

In preparing a detailed description in support of your application, please refer to the guidance notes on page 9. Please also refer to the section above on 'Artform and arts practice guidelines/priorities'.

Applicants are especially advised to provide all relevant budget details. Where appropriate this might include clarification of budget headings or how costs have been calculated.

If assessors do not feel that there is enough detail to make an informed decision about your application, they will be unlikely to prioritise your submission.

Supporting material

Please refer to the guidance notes on pages 9 to 11.

Applicants are advised that larger-scale projects should be accompanied by detailed budgets. This is particularly important for productions in music, dance and theatre but also applies to other artforms / arts practices where relevant.

Assessment criteria

Please refer to the guidance notes on page 7.

Conditions of an award

Please refer to the guidance notes on page 6. In addition, applicants should note that no more than one award per year will be granted under this scheme and that it is unlikely that more than three awards will be granted in any five-year period.

Organisations should note that receipt of a Projects: Once-off Award will mean that they cannot subsequently access grants under any of the following programmes within the same year:

- Regularly Funded Organisations
- Annual Funding
- Annual Programming Grants
- Small Festivals Scheme

For further information

Tel. +353 1 618 0200

Callsave: 1850 392 492

Email: awards@artscouncil.ie

Location One Fellowship

What is the Location One Fellowship?

Location One is a not-for-profit art centre in New York. It operates an international residency programme where emerging and established artists can experiment with new forms of artistic expression, particularly those involving new technologies.

The Arts Council offers an annual Fellowship to one artist to facilitate his/her participation in the international residency programme at Location One for 10 months, in order to develop his/her practice and create new work. In addition to the support and resources provided through Location One, the Fellowship also includes accommodation and a stipend.

Purpose and priorities of award

The Location One Fellowship is offered so as to provide an artist with the dedicated time, space and resources to concentrate on the development of practice and the production of new work, and to experiment with advanced technological tools and delivery systems. The Fellowship also provides opportunities for an artist to meet, interact and exchange with his/her international counterparts, to develop new contacts and networks and to benefit from an extended period of time in New York City.

Applicants must demonstrate that the space and time for development, the opportunity for engagement and the access to the resources and facilities at Location One would be of significant value in their professional and artistic development. Prior experience in the use of new technology and/or new media is not essential; however, an ambition to engage with the creative potential that is offered by Location One must be clearly demonstrated by applicants.

What is provided?

The Fellowship includes a studio space at Location One, accommodation and a monthly stipend of \$2,000. The overall value of the award is in the region of €37,000.

The working studio space at Location One is accessible seven days a week, 24 hours a day. The resident artist will have access to Apple Mac computers with multimedia production software. S/he will have access to Location One's digital and video equipment on a shared basis during working hours. Live two-way interactive streaming technology is also made available to residents as needed.

On a monthly basis, the artist will receive ongoing technical guidance and support from in-house staff. Workshops teach the use of creative software (e.g. Photoshop, Flash, Illustrator, Dreamweaver, Final Cut Pro). During the artist's stay, Location One will arrange for a curator or art critic or art professional to interview the artist about his/her work and arts practice.

This interview will be broadcast on www.location1.org and archived online for continuous access. Location One will also strive to put the artist in touch with New York-based curators and critics, and with its international network of art professionals.

If the artist develops new work in the course of the residency, Location One will endeavour to facilitate some form of dissemination or presentation of this work. This could be via its gallery programme or via an online presence on www.location1.org. Online content can be archived for the artist's and an audience's future reference.

The residency is administered by the Irish American Cultural Institute on behalf of the Arts Council.

When does the residency take place?

The residency is for a 10-month period from September 2008 to June 2009.

Who can apply?

Please refer to the general Conditions and Criteria for All Awards on page 6. The Location One Fellowship is open to emerging and established visual artists working in all media.

What is not eligible?

Please refer to page 7 for general information on Ineligible Applications.

How do I apply?

Request an application form from the Arts Council.

What is the selection process?

A two-jury system is used for the selection of the Location One Fellowship award. The Arts Council convenes a panel to evaluate all applications. This panel provides Location One with a preliminary shortlist of artists. A Location One jury in New York makes the final selection on the basis of this shortlist. It is anticipated that preliminary shortlisting will take place in late March 2008 and final selection in May 2008. The decision of the Arts Council / Irish American Cultural Institute and Location One in all matters will be final.

Conditions of an award

Please refer to the guidance notes on page 6. In addition, the successful applicant will be required to enter into an agreement binding him/her to fulfil the purpose for s/he was awarded the Location One Fellowship.

For further information

Tel: +353 1 618 0200

Callsave: 1850 392 492

Email: locationonefellowship@artscouncil.ie

Banff Residency

What is the Banff Residency?

The Banff Residency provides the opportunity for an artist to participate in the international residency programme operated by the Banff Centre in Alberta, Canada, for a period of 8–10 weeks.

Purpose and priorities of award

The Banff Residency is offered through the Arts Council to provide one artist with the dedicated time, space and resources to concentrate on a specific project or programme in an international retreat environment. It also gives the artist opportunities to meet, interact and exchange ideas with his/her international counterparts.

Priority will be given to applicants who can demonstrate that the space and time for development, the opportunity for engagement, and the access to the resources and facilities of the Banff Centre would be of significant value in their professional and artistic development.

What is provided?

The Residency is based in the Leighton Studios at the Banff Centre. The Leighton Studios are located in a secluded wooded area. Each studio is equipped with a kitchenette, washroom, telephone, CD/cassette player and comfortable furnishings. Three of the studios have pianos. Two are designed for painters. Technical support, equipment and additional production facilities may be available. Specific requests should be made at the time of application. Email and Internet access are available.

Artists do not live in their studios. On-site accommodation consists of a private room with bath, telephone and housekeeping service. Artists have full access to the Paul D. Fleck Library and Archives, fitness and recreation facilities, dining room and a small shop.

Basic social services, medical care and counselling are available during most of the stay. Artists not covered by a Canadian provincial health plan are required to have comprehensive health coverage for their stay at the Banff Centre.

Within an overall limit of €11,000, the award covers the cost of the residency, travel, insurance and a contribution towards art materials of up to €650. The award also includes a weekly stipend of €500.

When does the residency take place?

The residency is for a period of 8–10 weeks between January 2009 and March 2009.

Who can apply?

Please refer to the general Conditions and Criteria for All Awards on page 6. The Banff Residency is open to established artists working in all artforms or disciplines who are engaged in the creation of new work.

What is not eligible?

Please refer to page 7 for general information on Ineligible Applications. In addition, students in full-time or part-time education are not eligible to apply.

How do I apply?

Request an application form from the Arts Council.

What is the selection process?

Applications for the Banff Residency are shortlisted by Arts Council advisers. A Banff Residency jury in Canada makes the final selection on the basis of this shortlist.

Conditions of an award

Please refer to the guidance notes on page 6.

For further information

Tel: +353 1 618 0200

Callsave: 1850 392 492

Email: banff@artscouncil.ie

Deis

What is Deis?

Deis is a pilot scheme established under the Arts Council's Traditional Arts Initiative 2005–2008. Deis is aimed at encouraging and facilitating the traditional arts community to seek funding from the Arts Council for a range of projects.

Deis depends on an active response from the traditional arts community for its success. The Arts Council hopes, through this scheme, to develop a real sense of what the traditional arts community needs. This will then inform the Arts Council's future support for the traditional arts.

Purpose and priorities of award

The purpose of the Deis scheme is to provide support for traditional arts projects, or projects involving collaboration between the traditional arts and other artforms, that are in line with the Arts Council's policy on the traditional arts (see *Towards a Policy for the Traditional Arts 2004*, available on request from the Arts Council or from www.artscouncil.ie). The scheme supports one-off or short-term projects only. Core-funding will not be granted under the scheme. Deis operates on an ongoing basis and proposals are accepted on a rolling basis. The assessment criteria are detailed below.

Who can apply?

Please refer to the general Conditions and Criteria for All Awards on page 6. Deis is open to individuals, groups, bands and organisations whose projects do not fit comfortably within other Arts Council funding programmes.

What and how much is available?

There is no upper or lower limit to the amount that may be requested. Projects of any nature may be proposed once they are in line with the Arts Council's policy on the traditional arts.

If your proposal involves costs that are specifically related to the making of art by artists with disabilities, you should provide information with your application detailing what these costs are.

How do I apply?

Individuals, groups, bands or organisations interested in submitting a proposal should check with the Arts Council that this is the most appropriate scheme for their particular project. There is no application form for this scheme. Applicants should submit their proposals to the address below. The following information is required in the proposal:

- Full contact details;
- Date of submission;
- Details of the proposed project;
- Breakdown of project costs (including any other funding received or being sought);
- Amount requested from the Arts Council;
- Any additional information relevant to the proposed project.

While it is not mandatory to submit supporting material (e.g. CVs, recordings, publications, reviews), it can strengthen an application where material relevant to the application is supplied because it provides a better understanding of the proposal. Please refer to the guidance notes for supporting material on pages 9 to 11.

Where can I get help in making an application?

To assist with the proposal process, the Arts Council has established a network of Deis advisers around the country. These advisers are available to assist individuals, groups, bands or organisations in preparing proposals for the scheme.

If you wish to seek assistance from an adviser, you should contact the Arts Council in the first instance to check that your proposal would be suited to the Deis scheme. Your initial contact with the adviser should be by email. If you do not have access to email, please contact the Head of Traditional Arts in the Arts Council on the number below; s/he will help you to contact the relevant adviser. A full list of advisers is available on the Arts Council web site, www.artscouncil.ie.

An adviser will not write the proposal for you, but s/he will help you to articulate the ideas for your proposal. In order to fully benefit from your contact with the adviser it is important that you have thought out your ideas first. Full responsibility for the final proposal lies with the applicant.

Deis

What is the assessment process?

The Arts Council aims to assess all Deis proposals within eight weeks of the date of receipt. The following criteria will be applied in the assessment of proposals:

- Track record of applicant(s) within the traditional arts;
- Quality and value of the project being proposed;
- Evidence that the proposal is in line with the traditional arts policy;
- Feasibility of the proposal.

All proposals will be assessed in a competitive context. Not all eligible proposals will be successful as demand for this scheme is likely to exceed available resources.

Deadlines

As there are no closing dates for this scheme, you should submit your proposal when you have gathered all the relevant information for your project.

Conditions of an award

Successful applicants receive 75 per cent of the amount awarded upon completion of an acceptance form. The remaining 25 per cent is awarded upon completion of the project and submission of a short report.

For awards to individuals over €650 a PPS number is required. For awards to either individuals or organisations exceeding €6,500 a tax clearance certificate (available on request from the Revenue Commissioners) is mandatory.

Please also refer to the general guidance notes on conditions for all awards on page 6.

Proposals should be submitted to

Head of Traditional Arts
The Arts Council
70 Merrion Square
Dublin 2
Ireland

Email: traditionalarts@artscouncil.ie

For further information

Tel: +353 1 618 0200
Callsave: 1850 392 492
Email: traditionalarts@artscouncil.ie

Schemes run in conjunction with other organisations

Please note that these schemes may be subject to different conditions and criteria than the awards that are directly administered by the Arts Council. Requests for information or application forms should be directed to the relevant partner organisation.

Artist in the Community Scheme

Operated by

Create

Description

The scheme offers artists the opportunity to work with communities in order to realise an artistic project or event. It is essential that there is collaboration and that meaningful consultation takes place between the artist and the community so that both parties are involved in deciding on the nature of the project.

Artists can apply for up to €1,000 for Phase One, i.e. research and development of a project. Artists or community groups can apply for up to €10,000 for Phase Two, i.e. the delivery of a project.

Deadlines

1 February 2008, 5pm
27 June 2008, 5pm

Contact details

Create
Project Support and Professional Development
10/11 Earl Street South
Dublin 8
Ireland

Tel: +353 1 473 6600
Fax: +353 1 473 6599
Email: support@create-ireland.ie
Web: www.create-ireland.ie

Arts and Disability Awards

Operated by

Arts and Disability Forum

Description

It is the aim of the scheme to challenge and inspire artists with disabilities to reach their potential through innovative and experimental projects. The scheme is open to individual disabled artists or partnerships between individual disabled artists working in all artforms such as music, visual arts, drama, film, dance and creative writing. The Arts and Disability Forum offers support to applicants throughout the process. The scheme offers awards of up to €7,000, and the total amount available in 2008 is expected to be over €50,000. Information packs (including application forms) are available from the Arts and Disability Forum and can be sent by post or electronically. Completed applications must be returned by post.

Deadlines

21 May 2008, 4pm
12 November 2008, 4pm

Contact details

Arts and Disability Forum
Ground Floor
109/113 Royal Avenue
Belfast BT1 1FF
Northern Ireland

Tel: +44 28 9023 9450
(048 9023 9450 from Republic of Ireland)
Fax: +44 28 9024 7770
(048 9024 7770 from Republic of Ireland)
Textphone: +44 28 9032 5744
(048 9032 5744 from Republic of Ireland)
Email: info@adf.ie

Please note that these schemes may be subject to different conditions and criteria than the awards that are directly administered by the Arts Council. Requests for information or application forms should be directed to the relevant partner organisation.

Documenting the Arts

Operated by

Filmbase

Description

The Documenting the Arts Fund is a joint initiative between An Chomhairle Ealaíon / The Arts Council and Bord Scannán na hÉireann / The Irish Film Board to facilitate filmmakers in creating innovative, new and creative arts-based documentaries. The ethos of the fund is to co-finance a range of fresh, compelling arts-based projects that examine the diverse issues of art and culture in a contemporary or historical context in an exciting way. Subject matter can address local or international perspectives. Documentaries may be in Irish, English or bilingual. The fund aims to support five to six documentaries per year, granting up to a maximum of €80,000 per project.

Deadlines

Please refer to the Documenting the Arts website for deadlines and detailed guidelines, or refer to the contact details below.

Contact details

Documenting the Arts
Filmbase
Curved Street
Temple Bar
Dublin 2
Ireland

Tel: +353 1 679 6716

Email: info@documentingthearts.ie

Web: www.documentingthearts.ie

Frameworks

Operated by

Bord Scannán na hÉireann / The Irish Film Board

Description

Frameworks is an established scheme for the making of animated short films. Projects selected for funding must combine creative exploration with an ability to appeal to a broad audience. The scheme is co-funded by An Chomhairle Ealaíon / The Arts Council, Bord Scannán na hÉireann / The Irish Film Board (BSÉ/IFB) and RTÉ. Films may be made in Irish or English.

- Number of films: up to six per year
- Duration: maximum six minutes
- Budget per film: maximum €50,000
- Format: origination using any technique or format
- Delivery on digi-beta

Deadlines

Please refer to the BSÉ/IFB website for deadlines and detailed guidelines, or refer to the contact details below.

Contact details

Schemes and Applications Coordinator
BSÉ/IFB
Queensgate
23 Dock Road
Galway
Ireland

Tel: +353 91 561 398

Fax: +353 91 561 405

Email: info@irishfilmboard.ie

Web: www.irishfilmboard.ie

Please note that these schemes may be subject to different conditions and criteria than the awards that are directly administered by the Arts Council. Requests for information or application forms should be directed to the relevant partner organisation.

Writers in Prisons Scheme

Operated by

Department of Justice, Equality and Law Reform

Description

The scheme offers writers the opportunity to work with prisoners in prison/detention centres and complements an existing arts and education programme in the Education Units within the prison system. To be eligible individuals must have been professionally published and/or be listed in Poetry Ireland's Writers in Schools Web Directory. Writers interested in being considered should contact the coordinator.

Deadlines 2008

Ongoing

Contact details

Bernadette Butler
Coordinator, Writers in Prison Scheme
Education Unit
Castlerea Prison
Castlerea
Co. Roscommon
Ireland

Tel: +353 94 962 5290
Email: bernbutler@yahoo.com

Visual Artists in Prisons Scheme

Operated by

Department of Justice, Equality and Law Reform

Description

The scheme allows artists to work with prisoners in prison/detention centres for a period of 8–10 days and complements an existing arts and education programme in the Education Units within the prison system. Artists interested in being placed on the panel of shortlisted artists should contact the coordinator. As opportunities arise, or as specific proposals are made, an appropriate artist may be called on to undertake a project.

Deadlines 2008

Ongoing

Contact details

Veronica Hoen
Coordinator, Visual Artists in Prisons Scheme

Tel: +353 21 482 1619
Mobile: +353 87 968 7929
Email: veronica_hoen@eircom.net

Please note that these schemes may be subject to different conditions and criteria than the awards that are directly administered by the Arts Council. Requests for information or application forms should be directed to the relevant partner organisation.

Performance and Touring Award

Operated by

Music Network

Description

The Performance and Touring Award aims to assist Irish and Ireland-based musicians in realising performance opportunities; offer increased employment opportunities to Irish musicians; develop the skills base of Irish artists in areas such as project planning and administration, self-promotion and self-management; and offer a new source of music programming to concert promoters, and in turn to audiences throughout Ireland.

Examples of eligible projects include tours, concert series and individual concerts to take place anywhere within the Republic of Ireland. The award is also open to multidisciplinary projects with live music as a key element, and to collaborative projects involving other Irish or visiting international artists. Music Network has developed guidelines and information sheets to assist musicians in planning their project prior to application. Musicians are also encouraged to liaise and co-plan with prospective promoters in all areas relating to their projects.

Deadlines

Twice annually. Please refer to the Music Network website or contact the organisation for further details.

Contact details

Performance Programmes Manager
Music Network
The Coach House
Dublin Castle
Dublin 2
Ireland

Tel: +353 1 674 9129
Fax: +353 1 671 9430
Email: concertadmin@musicnetwork.ie
Web: www.musicnetwork.ie

Music Recording Scheme

Operated by

Music Network

Description

The scheme provides support for professional performers and composers in Ireland through funding for music recording. The aim of this scheme is to ensure that the work of Irish composers and performers is available other than in live performance, and to ensure that important or neglected materials of Irish music are preserved and disseminated to the highest professional standard.

The scheme assists in the production and dissemination of audio or video recordings. It intends to support work by performers and composers of recognised ability working primarily in non-commercial genres. This scheme is not intended to support demo recordings or private recording projects as it is designed to support production of recordings that will be available to the public. In 2007 a total award fund of €71,500 was made available and awards of up to €10,000 were made. It is expected that a similar budget will apply in 2008.

Deadlines

One deadline in early October 2008. Please refer to the Music Network website or contact the organisation for further details.

Contact details

Music Recording Scheme
Music Network
The Coach House
Dublin Castle
Dublin 2
Ireland

Tel: +353 1 674 9129
Fax: +353 1 671 9430
Email: admin@musicnetwork.ie
Web: www.musicnetwork.ie



As the Irish Government's development agency for the arts, the Arts Council is the major funder of the arts in Ireland. Each year the Arts Council provides grants to arts organisations, along with grants to artists (artists' awards). Grants are always made with the objective of promoting artistic excellence and innovation.

The Council embraces the principle of equal access to public funds, and assesses all applications regardless of gender, race or disability. All applications are assessed fairly and without bias. Demand for grant aid always exceeds funds available, and unfortunately all good and eligible applications may not be funded.

For further information about the Arts Council, see www.artscouncil.ie.

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Callsave 1850 392 492

e reception@artscouncil.ie
w www.artscouncil.ie