General Queries	
What is the aim of the AIC Scheme and who is it for?	The aim of the Artist in Community Scheme (AIC) is to encourage meaningful collaboration between communities of place and/ or interest (non arts professionals) and artists.
What is the difference between Research and Development (Strand 1) and Project Realisation (Strand 2)?	The Research & Development Award (R&D) is to support proposals <u>from artists</u> , who wish to research and develop a project in a community context and wish to collaborate artistically with non-arts professionals. Maximum timeframe 4 months. The Project Realisation Award is to support proposals <u>from communities</u> of place and/or interest groups (non-arts professionals) or their representative organisations who want to collaborate artistically with an artist/s to undertake an arts project in a community setting or social context (e.g. arts and community, arts and older people, arts in prisons, arts and health, arts and cultural diversity, etc.) Short term project- 6 week to five month period Long term project- six week to nine month period
Do I have to apply to Research and Development) before I apply for Project Realisation?	No, however it is important that there has been deep consultation between the artist and the community. The voice of the collaborating community must be clear in the planning, making, presentation and evaluation of work, this will need to be evident in the Project Realisation application.
Who is eligible to apply?	The AIC Scheme is open to artists, communities and organisations. It is open to artists from any of the following art form disciplines: architecture, circus, street art and spectacle, dance, film, literature (Irish and English Language), music, opera, theatre, visual arts and traditional arts. See Guideline 1.3 Who is eligible to apply?
Who is not eligible to apply?	Artists/arts organisations whose proposal does not include an artistic collaboration with non-arts professionals. See Guideline 1.4 Who is not eligible to apply?
How much contact time with the artist is advisable before a project begins?	We do not prescribe a certain time-frame. However it is important that there has been deep consultation between the artist and the community to ensure that there are shared values, interest and agreed expectations before embarking on a project.
Do you give feedback to unsuccessful applicants?	Yes, Feedback on applications is available for 2 weeks following notification of the panel's decision
Does the AIC fund projects that have already started, where the award offered is retrospective?	No, the award is made for projects which have not commenced at the time of making the application.
Do I have to submit a report on competition of R&D and project realisation?	Yes to both. When applicants are offered an award they will receive details of the reporting requirements. For Project Realisation, at application stage we recommend that you consider very carefully the questions on Monitoring and evaluation. This will help you to avoid reporting in hindsight and offer opportunity for reflective practice. This

	also offers you the opportunity to consider carefully how you will check in on all stakeholders throughout the project and insure that the project is in line with the values, ideas, intentions and expectations of all involved. See guidelines 3.8 Monitoring and Evaluation
When can I draw down the funding?	R&D- When offered an award you will receive an 'Agreement and Acceptance form' outlining the conditions of the award. Once this is signed and the original copy returned to Create, the award money will be drawn down into the agreed bank account. Project Realisation- When offered an award you will receive an 'Agreement and Acceptance form' outlining the conditions of the award. Once this is signed and the original copy returned to Create, 90% of the award money will be drawn down into the agreed bank account. The final 10% will be drawn down on the receipt of final report.
Communities FAQ	
Can we apply to the AIC to enable our community development worker to work as an artist in the community?	No, the named artist should be a working professional artist.
Does the AIC fund the cost of arts activities in the community?	No, unless the series of arts activities form a part of collaborative arts project with a clear vision.
Does the AIC fund workshops, teaching/training programmes for our community?	No, unless the workshops form a part of a collaborative arts project with a clear artistic vision.
What does Community mean in the context of the AIC Scheme?	A group of people drawn together by interest, place, shared history, cultural experiences etc.
Does the AIC fund charity fund-raising?	No, the award is made specially to support the research or realisation of an arts project made collaboratively with a community.
Does the AIC fund art projects in which the intended outcomes are therapeutic?	No, applications are assessed on the artistic merit of the proposed project. See guidelines 1.4 Who is not eligible to apply?
Can I apply for AIC funding if young people are the main target group?	Individuals or organisations working in the area of Arts and Communities where the primary target group is children and/or young people cannot apply for the AIC Scheme unless there is at least an equal focus on intergenerational practice See guidelines 1.4 Who is not eligible to apply?
Can I apply if I am an undergraduate or postgraduate student?	Undergraduate and postgraduate students are not eligible for Research & Development Awards. A postgraduate student may apply for a Project Realisation Award. On the Application Form the applicant must provide the name of the course and outline how / if the proposed project relates to their studies. See guidelines 1.4 Who is not eligible to apply?
Does the artist need Garda Vetting?	If the artist will be providing relevant services to children or vulnerable persons, then they are required to be vetted. We

	recommend that the artist speak to the vetting team at Create, vetting@create-ireland.ie or 014736600
Artists FAQ	
Can I book a one on one session to discuss my application in depth?	We offer individual advisory sessions for prospective applicants. These can happen in person or over the phone. Please make initial contact with Áine Crowley, AIC Coordinator, at support@create-ireland.ie We also regularly offer information sessions around Ireland. Keep an eye on our website for details.
Do I need to supply insurance for the collaboration and does this need to be addressed in the application?	Having proper insurance cover for arts projects is important. Most community groups will already have public liability cover for activities, to protect against third-party claims arising from negligence. Employers' liability cover is used to insure volunteers, staff and contractors while engaged in activities. Artists can arrange these types of insurance and a few companies specialise in community and event related insurances, including www.eventinsure.ie
Can artists who are new to this kind of work apply?	Yes, applications will be assessed by the panel based on the track record of the applicant or the potential of the applicant. See guideline 3.3 Criteria for the assessment of all applications
Can more than one artist be named on an application?	Yes, we welcome artist collaboration on projects. We recommend you appoint one artist as the lead contact
What is the role of the mentor? Are there special requirements?	The mentor is there to support the artist development and needs. Ask yourself what your particular needs and expectations are. The mentor must be a professional artist and must be independent from the project See guideline 3.3 Criteria for the assessment of all applications
Can the artist be based outside of the ROI?	To be eligible to apply, applicants must be resident in the Republic of Ireland. There are certain exceptions where the Arts Council may deem eligible applications made by those based outside the Republic of Ireland. However, before admitting as eligible any such application, the Arts Council would need to be satisfied that the outcomes of any such proposal would benefit the arts in the Republic of Ireland. Projects realised thought the AIC Scheme must benefit and contribute the arts and communities in ROI. See guideline 1.3 Who is eligible to apply?

Practical tips on filling in the application form	
Guidelines	The guidelines have been revised and will help you include what is important for the application. Make sure you read them before beginning the application process.
Font and Size	Please do not change the font style, colour or size in the application form
Time	Give yourself time to complete the application and avoid having to ask questions about the application a few days before.
Language	Be clear, concise and to the point. Do not speak in the third person
Budget	You are asked to provide details of income (funding, other support, money generated by the project) and expenses (artistic, administrative and event/ production costs). Estimates should be realistic and should represent value for money. The difference between income and expenses is the amount you are seeking from the AIC Scheme.
Proof Reading	Allow fresh eyes to read over your application – ask someone who does not know what your project is about to give you advice on what is clear or unclear.
Applications	Please do not attach your proposal answers separately to the application