

ARTIST IN THE COMMUNITY SCHEME

APPLICATION PACK 2017

Phase One - Research and Development Award (without mentoring)

The *Artist in the Community Scheme* has two main strands, or phases.

There is a separate pack and application form for each option:

Phase One

Research and Development Award - for artists, without mentoring support

Research and Development Award - for artists, with mentoring support

Phase Two

Project Realisation Award - for communities, for a short-term project (up to 6 months)

Project Realisation Award - for communities, for a longer-term project (up to 9 months)

This set of guidelines and Application Form relates to:

Phase One: Research & Development (without mentoring)



create national development
agency for collaborative arts



*The Artist in the Community Scheme is managed by Create,
the national development agency for collaborative arts*

GUIDELINES FOR APPLICANTS

The *Research and Development Award (Phase One)* was introduced to the Artist in the Community Scheme to provide the opportunity for artists to explore, test out ideas, or undertake the preliminary development of a project in a community and/or social context (e.g. arts and community, older people, prisons, health, cultural diversity etc).

The maximum amount awarded under the *Research and Development Award* is €1,000. The time frame should be no longer than 3 months.

Any professional artist may approach a community group with a view to making an application for a Research and Development Award. Equally, a community group may approach an artist. However, Phase One should be an artist-led initiative and it is the artist that submits the application.

It is essential that there is significant contact between the artist and the community with which the artist intends working. The community must show support for the initiative. A letter of support from the community or group must accompany the application form.

All artforms can be considered for this scheme. This includes architecture, circus, dance, film, literature, music, opera, street arts and spectacle, theatre, traditional arts and visual arts. If you have a query about the suitability of your artform, or any other matter related to the scheme, please contact Create for clarification.

The Arts Council believes that cultural interaction enriches the arts in Ireland by offering opportunities for mutual sharing, questioning, learning, understanding and change. It recognises that Irish society is made up of different strands and identities, which are constantly shifting, and that the process of interaction involves change for all involved, not just for those from new or minority communities. The Arts Council understands the term cultural diversity, as it applies to the arts, to encompass inclusive arts programming and, most particularly, intercultural arts practice that involves artists and/or communities from a range of national, ethnic or cultural groups.

Please return the completed application to: Artist in the Community Scheme, Create, 2 Curved Street, Temple Bar, Dublin 2

Deadlines 2017: Round 1 - Monday 27 March 2017, Round 2 - Monday 26 June 2017

All applications are acknowledged. You can expect a decision on your application within one month of the deadline. Feedback on applications is available after the decisions are announced.

Criteria for Assessment:

In addition to the standard conditions applying to all Arts Council awards (see below), an application for a *Research and Development Award* must demonstrate:

- The **research aims** of the proposal
- The **artistic merit** of the proposal
- The **processes or methods** to be used
- The **outcomes** anticipated
- The **context** in which the artist is working
- The **development** of the **artist**

Applications are welcomed for projects that reflect cultural diversity.

Awards will not be made for stand-alone projects. It is a condition of this award that a report be submitted on completion of the work.

You must submit a few relevant examples of your work to support the application. Please indicate if you want this returned. We regret we can not take responsibility for loss or damage.

Criteria for Assessment of Mentoring:

An application that includes mentoring must demonstrate

- an understanding of mentoring
- identified mentoring needs
- agreed schedule of meetings with proposed mentor
- a letter of agreement from the mentor
- that the named mentor is a professional artist
- agreement that the mentor will be paid €500 by the artist (mentee)
- the mentor co-signs the application

This is a competitive fund and the amount of money allocated to each phase is limited. A *Research and Development Award* does not guarantee that the applicant will be successful in any subsequent application to *Phase Two*.

If you have a query about any aspect of the application, contact Create for clarification. support@create-ireland.ie

Conditions applying to all Arts Council awards

- 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, applicants must have been born in, or be resident in, the Republic of Ireland and be in possession of a valid PPS number. 'Residency' is based upon the definition used by the Revenue Commissioners.
- Successful applicants must acknowledge the support of the Arts Council in all promotional material associated with their work. See *A Guide to Acknowledging Arts Council Funding*, available on request from the Arts Council
- All correspondence should be with the applicant personally, unless otherwise agreed
- Successful applicants must report on the utilisation of their award and supply receipts where appropriate

Award recipients who provide a relevant service such as educational, research, training, cultural, recreational, leisure, social or physical activities to children must comply with the Children First Act, 2015, in accordance with national guidance. Please refer to Tusla, the Child and Family Agency at www.tusla.ie

Garda vetting of persons to undertake certain work, activities or services, including cultural activities (paid and unpaid), is mandatory under the National Vetting Bureau Act which commenced in April 2016. Create is registered with the National Vetting Bureau for the purpose of vetting in the arts and can facilitate AIC applicants. Please check our website for details or email vetting@create-ireland.ie

All applications are assessed in the context of:

- Quality of the idea presented
- Track record (or potential) of the applicant - evidence of having produced a body of artistic work of recognised quality and significance. For those individuals with less experience, assessors will look for demonstrated potential
- Feasibility of the entire proposal, including financial feasibility
- Available resources
- Specific criteria of the award for which you are applying

Eligibility to apply

The scheme is open to organisations and communities, and individual applicants who have the committed support of a community. There are exceptions possible where applications made by individuals based outside the Republic of Ireland may be deemed eligible, e.g. where the outcomes of any such proposal would benefit the arts in the Republic of Ireland.

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

- You do not fulfill the eligibility requirements
- 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 or fax (all supporting material must be submitted in hard copy)
- The proposed activity does not fit the purpose of the specific award for which you are applying
- The proposed activity is more suitable to another award funded by the Arts Council or operated by other state agencies, including the National Youth Council, Culture Ireland, the Irish Film Board, and the Crafts Council of Ireland
- The artform/arts practice that is the main focus of your application is not provided for by the award and application round to which you are applying
- 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 focuses primarily on therapeutic outcomes (art therapy) as opposed to artistic outcomes that enhance health and well-being (arts + health)
- The proposed activity focuses primarily on community development outcomes as opposed to artistic outcomes that enhance access and participation in the arts
- The project outlined has already been assessed by the Arts Council - an exception will be made if the Arts Council has already advised you to redirect your application to this award scheme. Please bear in mind that such advice is not an indication of a successful outcome

APPLICATION FORM

This form should be typed or handwritten clearly in block letters using black ink.

SECTION 1

Name of Artist:	
Address:	
Telephone/Fax:	
Email address:	
Name of Community / Group(s):	
Location of project (local authority area):	
Artform of project:	

Artists' Declaration:

I have read the award conditions and guidelines and agree to be bound by them. I certify that the information in this application is correct to the best of my knowledge.

Signed: _____ (Artist)

Date: _____

For the purposes of monitoring please indicate if Create provided advice to either the community or the artist regarding this application/proposal:

- YES, we sought and received support from Create
- NO, we did not seek or did not receive support from Create
- If YES, how was Create's advice received?
- By phone
- By e-mail
- In person
- At an event

SECTION 2

- a) Outline your reasons for applying for this award. Indicate the aims and objectives of the research and the methods you will use to carry out the research.

- b) Describe *in brief* the participants involved in the proposal. Please include the **age group**, **gender** and **number** of participants involved.

c) What do you anticipate will be the outcome of this phase of work?

d) Duration of the research

• Start date: _____

• End date: _____

SECTION 3

BUDGET		
<i>Item</i>	<i>Amount (in €)</i>	<i>Notes</i>
Artist(s) Fees		
Materials		
Travel		
Expenses		
Other		
Total costs		

SECTION 4**Artist's CV**

Please attach a brief CV for the artist(s) – a one page summary is sufficient

Supporting documentation

If you submit support materials, please indicate if you want them returned. We regret we cannot take responsibility for loss or damage.