

ARTS COUNCIL OF NORTHERN IRELAND SUPPORT FOR INDIVIDUAL ARTISTS PROGRAMME

GUIDANCE NOTES

Please read these guidance notes carefully as there are changes from the last funding round.

All applications to the programmes below must be for projects that will take place between 1st November 2019 and 31st October 2020.

Schemes open	Application Deadline	Decisions by
1 July 2019	4.00 pm Thursday, 15 August 2019	1 November 2019

	Please tick one box only
General Arts Awards	
Artists' Career Enhancement Scheme	
Major Individual Awards	
Artists' International Development Fund (Individuals*)	
Self- Arranged Residencies	
Mike Moloney Award	
Anne O'Donoghue Award	

***Please note: Decisions for the AIDF fund will be issued on 4 October 2019.**

You may apply to more than one scheme but you will only be awarded one grant in any funding round. If you choose to apply to more than one scheme:

- **You must complete a separate application form for each scheme.**
- **The projects within each application must be significantly distinct.**

Application forms and information on each scheme are available in large print format, disc and audio tape and also on <http://www.artscouncil-ni.org/>

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General Guidance Notes

These guidelines govern ALL schemes for individual artists and you should read these before you read the guidelines for each scheme.

The emphasis will be the quality of the work submitted in support of the application and the potential of an award to develop skills, expertise and career.

A full list of SIAP recipients since 2005/06 can be viewed on the Arts Council's website. In promoting these award schemes, the Arts Council particularly welcomes applications from groups referenced in Section 75 of the Northern Ireland Act 1998.

Common criteria for assessment

All applications from individual artists will be assessed against the following criteria, with the exception of the Anne O'Donoghue Award which has its own separate criteria (see pages 22, 23).

The Artist

1. Evidence of applicant's artistic quality. (5 marks)
Assessed against History of Artistic Practice, work submitted and written response within the Your Project – Addressing the Criteria for Assessment section of the online application.
2. Evidence of the applicant's contribution to the arts (5 marks)
Assessed against History of Artistic Practice work submitted and written response within the Your Project – Addressing the Criteria for Assessment section of the online application.

The Proposal

3. Artistic quality, innovation and/or challenge of the proposal (5 marks)
Assessed against written response within the Your Project – Addressing the Criteria for Assessment section of the online application.
4. The detail and accuracy of planning and budgeting (5 marks)
Assessed against financial budget provided.

The Potential

5. Evidence of how the proposal may enhance the applicant's skills (5 marks)
Assessed against written response within the Your Project – Addressing the Criteria for Assessment section of the online application.
6. Evidence of how the proposal may enhance the applicant's career (5 marks)
Assessed against written response within the within the Your Project – Addressing the Criteria for Assessment section of the online application.

Applicants to the **Artists' Career Enhancement Scheme** are also assessed under the following additional criterion:

7. Evidence that the applicant has the capacity to develop significantly over the period of the Award (10 marks)
Assessed against written response within the Your Project – Addressing the Criteria for Assessment section of the online application.

Eligibility and Assessment Process

WHO CAN APPLY?

Artists of all disciplines and in all types of working practice, who

- (a) have made a contribution to artistic activities in Northern Ireland for a minimum period of one year within the last five years.

In a limited number of cases, individual technical staff/administrators of professional artistic companies may also be eligible.

Employees of statutory bodies, undergraduates and postgraduates are eligible to apply but they must prove that the funds which they are seeking are for work/costs which are not properly the concern of their employer and/or are not related to their academic study. Employees of statutory bodies, undergraduates and postgraduates must submit evidence of this in the form of a letter on headed paper from their Head of Department (see Section 5.4 on the application form). In the case of post-graduate students, the letter must clearly state the title of the student's PhD thesis and include a declaration by the Head of Department that "The project for which funds are being sought does not form part of any academic work undertaken in relation to the above-titled PhD nor will it be assessed as part of any academic course". Please note that the Arts Council may use its own judgement in determining this matter. Applicants undertaking a Masters or a PhD must also include a separate statement which provides information on how the project applied for differs from their Masters or PhD work. This is listed as a mandatory enclosure in Section 5 of the application form.

Artists may apply to more than one scheme but the projects within each application must be significantly distinct. Applicants will only be awarded one grant in any funding round.

WHO CANNOT APPLY?

- Applicants who have already received an award, within the previous 12 months, under the scheme to which they are applying. **This 12 month period runs from the date of the previous award letter.**
- Applicants who have broken the conditions of any previous award within the previous 4 years (taken from the date of the letter of offer) and applicants who remain in breach of any previous letters of offer.

WHAT CAN YOU APPLY FOR

- Project assistance
- Travel grants
- Residencies

WHAT YOU CANNOT APPLY FOR

- Self-commissioning or publishing costs.
- Prolonged study at centres of further and higher education

- Work that forms part of under-graduate or post-graduate study or is intended to be assessed as part of an academic course
- Work which forms part of your professional or academic employment. This does not exclude those working in an academic institution or statutory body who are continuing to pursue their artistic practice
- Study leading to a professional qualification
- Applications to fund or establish websites
- Applications relating to projects/commissions already in receipt of Arts Council of Northern Ireland National Lottery funds
- Applications relating to residencies or rent of premises at venues already in receipt of Arts Council funding (for example, residencies to the Tyrone Guthrie Centre).
- Costs for the purchase or manufacture of musical instruments. (Individual artists seeking to purchase musical instruments can access the Arts Council of Northern Ireland's "Take It Away NI" loan scheme which is run in association with Arts Council England. The scheme provides applicants with interest-free loans through a network of approved instrument retailers in Northern Ireland.)

APPLICATION DEADLINES

All schemes operate on a deadline basis. **The Arts Council will not fund any project which is due to start before it makes its decision (see decision dates on front page).**

PROCESS

1. **You may only apply online.** We will not accept applications in hard copy, by email or fax.

Online applications may be edited, saved and returned up to the closing date (with the exception of the Travel Awards, which is a rolling programme). You **MUST** submit **ALL** documents associated with any part of the application at the same time.

All documents must be in Word, Excel or pdf format. We cannot accept documents in other formats. The total size of all your uploaded documents and enclosures must not exceed 25 Mb.

Please ensure that you leave sufficient time to upload all documents to the system as there can be long delays as the closing deadline approaches and the system will shut down at 4.00 pm on the closing date. If your complete application is not uploaded when the system closes your application will not be accepted.

It is your responsibility to ensure that we receive the application form and documents by the closing time and date.

The application form includes an **Equality Monitoring Form**, which enables the Arts Council of Northern Ireland to ensure fair and wide access to this programme. This does not form part of the decision-making process; however **you are required** to fill this in as the Council is obliged to comply with equality legislation.

2. The Arts Council will acknowledge receipt of application forms within 20 working days of receipt of your application.
3. Applications will be assessed against the criteria listed above by an Arts Development Officer.
4. Decisions on all awards are made by Directors based on recommendations by artform officers.
5. Following the decision, successful applicants will be issued with a contract outlining the conditions attached to the award and the purposes for which the award can be used. **If there are any changes to the original application the Arts Council must be informed immediately in writing.** Failure to do so may involve repayment of any award made, and will affect decisions on any future applications you might make.
6. On receipt of a signed contract, payment of the award will be made electronically through the BACS system which can take up to three weeks to clear. Ten percent of the award will be withheld until the project is completed and a satisfactory post-project report has been received.
7. Successful applicants will be required to complete a brief post-project report. Where appropriate, a copy of the completed work should be submitted, eg published work, draft script, catalogue of works exhibited. Copies of travel ticket(s) and receipts for goods and materials purchased must also be returned with the report. **If the report and receipts are not returned the balance of the award will not be paid and you will be ineligible to apply for funding again for 4 years (from the date of your letter of offer) and we may ask for the return of the first instalment of the grant.**
8. Unsuccessful applicants will receive a letter detailing the reason/s why the application was unsuccessful.

IS THE ARTS COUNCIL DECISION FINAL?

There is a review procedure, which is available on the web site and will be sent out to any unsuccessful applicants.

ARTFORM APPROPRIATE SUPPORT MATERIAL - WHAT SUPPORTING DOCUMENTATION SHOULD YOU SEND?

In addition to the mandatory enclosures listed in Section 5 of the sample application form, you must provide artform-appropriate support material as listed below. You should not include any support material in excess of that stated below. Any application uploaded without support material will not be assessed. The total size of all your uploaded documents and enclosures must not exceed 25 Mb.

DO NOT compress files into one zip file. Files must be uploaded as individual documents

Unless explicitly permitted below in relation to your project's artform, the submission of weblinks or website addresses in lieu of artform-appropriate support material is not acceptable and will result in your application being made ineligible.

ACCEPTABLE FILE FORMATS

All data must be PC compatible. If non-PC compatible data is supplied, your application will not be assessed. For example, if using a MAC, it is the applicant's responsibility to ensure that any enclosures uploaded to the online application are PC compatible.

We can accept **ONLY** the following file formats:

Image files (JPEG, GIF, TIFF, PNG)

Sound files (MP3, WMA)

Video files (QuickTime – AVI, MOV, MP4, WMV)

Text files (DOC, DOCx, PDF)

Spreadsheet files (XLS, XLSx)

DRAMA

Actors, performers, directors **must** supply at least **ONE RELEVANT REVIEW** which clearly identifies the applicant, (a maximum of two **RELEVANT REVIEWS** can be supplied.)

AND

may also supply **ONE VISUAL MOVING IMAGE** – max 5 minutes duration.

Playwrights - **UP TO 10 PAGES** of draft script along with a synopsis.

DANCE

Performers **must** provide **ONE VISUAL MOVING IMAGE** of their work up to 5 minutes duration.

OR

A **link to a website address** is acceptable but you must clearly identify which 5 minute section you wish us to view. If a link or website is not working correctly, your application will be deemed ineligible as critical support material has not been made available.

VISUAL ARTS/CRAFT

Artists must provide a **MAXIMUM 10 IMAGES with image list**

OR

A **link to a website address** is acceptable but you must clearly identify which 10 images you wish us to view. If a link or website is not working correctly, your application will be deemed ineligible as critical support material has not been made available.

MUSIC

Musicians - **A MAXIMUM OF TWO SOUND RECORDINGS** of no more than **8 MINUTES EACH.**

Composers – **TWO EXAMPLES OF FULL SCORES OR EXCERPTS OF MOST RECENT WORK**

TRADITIONAL ARTS

A MAXIMUM OF TWO SOUND RECORDINGS of no more than 8 mins each.

PARTICIPATORY ARTS

MAXIMUM OF TWO WEBSITE LINKS. Each piece of evidence should not exceed 5 minutes in duration. Where web-based evidence is part of a longer piece of recorded material the artist needs to clearly identify the time frame they wish to have viewed / listened to .

LITERATURE

A MAXIMUM OF 10 PAGES OF THE WORK IN PROGRESS for which the application is being made

OR

A MAXIMUM OF 10 PAGES OF RECENTLY PUBLISHED WORK

Applicants in spoken word forms: - **A MAXIMUM OF TWO RECORDINGS** of their performance

GENERAL ARTS AWARDS (Funded through the National Lottery)

Awards can be for specific projects, specialised research, personal artistic development and certain materials/ equipment.

Who can apply?

Artists of all disciplines and in all types of working practice

How much money is available?

In general, applicants should expect an upper award limit of £3,000, for one project only. For projects of an exceptional nature or of extremely high quality, awards up to £4,000 will be considered.

Are collaborative projects eligible?

Collaborative applications from individual artists working together in **cross-discipline** projects/ activities are encouraged. One application form should be used for the complete collaborative project. You must provide information on the artistic practice of all artists that are involved in the project. In general, applicants should expect an upper award limit of £3,000, for one project only, even if it is collaborative. For collaborative projects of an exceptional nature or of extremely high quality, awards up to £4,000 will be considered.

Single artform collaborations are eligible.

Notes regarding eligible costs

- The maximum daily subsistence rate is £10
- Funding for film and media projects is limited to production and exhibition of experimental and innovative lens-based work by artists intended for exhibition.

ARTISTS' CAREER ENHANCEMENT SCHEME (Funded through the National Lottery)

Please note: For this programme you MUST contact the relevant artform officer prior to making an application otherwise your application will be ineligible.

These awards aim to deepen the developmental impact of Arts Council's support for artists, with a targeted package of training, mentoring and support provided for successful applicants. As the public body charged with the support and development of the arts in Northern Ireland, it is appropriate for the Arts Council to seek partnerships which would engage the expertise and experience of **both funded and non-funded organisations** to help support the development of artistic talent in Northern Ireland.

Click here for a link to organisations currently funded by the Arts Council.

<http://www.artscouncil-ni.org/funding/previous-awards>

This is a list of organisations which have worked in this programme previously and have agreed to do so again. You may choose to work with one of the following or may choose to work with an alternative organisation:

An Droichead, Belfast
Armagh Pipers Club, Armagh
BEAT Carnival
Belfast Community Circus
Centre for Contemporary Art ~ Derry/Londonderry
Community Arts Partnership
Cultúrlann McAdam Ó Fiaich
Golden Thread Gallery, Belfast
Kids in Control
Millennium Court Arts Centre, Portadown
Moving on Music
Seacourt Print Workshop
Seamus Heaney Centre for Poetry at Queen's
Sonic Arts Research Centre @ Queens University
The MAC
The Void
Youth Action Northern Ireland

These awards aim to support career artists whose practice is of high quality, original, challenging and innovative. The awards are designed to support artists in their professional development, enabling successful applicants to raise their profile and significantly enhance their career.

It is anticipated that successful candidates will share their learning with each other for the period of the award and beyond and will form a community of mutual interest and support. It will also be expected that successful candidates will be prepared to engage with any appropriate Arts Council developmental and promotional initiatives over the period of the award. These may include opportunities for publication, showcasing and related targeted support.

How much money is available?

There are a limited number of awards of £5,000 in each artform area.

Who can apply?

Artists working in the areas of Visual Art, Craft, Community and Participatory Arts, Literature, Music, Dance, Drama, Intercultural and Traditional Arts. Visual Arts curators may also apply.

Artistic Practice: what we require from you

The Arts Council is committed to identifying artists of real talent; whose artistic achievement or potential is already obvious; who have a clear and realistic view of their potential career as an artist; who can articulate how they can benefit from the joint investment of two or more organisations, including the Arts Council; and who can demonstrate the capacity to recognise and exploit the challenge presented by these award. The awardees will be expected to be artists from whom work of serious value can be expected in coming years.

Development of an application:

The partner organisation of your choice should offer a range of developmental support including mentoring, presentational skills and networking leading to presentation/publication of work, where appropriate. You will need to provide a Letter of Support with your application from the partner organisation of your choice. Following the decision to make an award, the partnership package will be designed with the organisation to meet the individual applicant's needs.

You must provide a detailed programme of the work and of the professional development activity that you plan to undertake and outline what you aim to achieve overall.

You will need to include a costed plan which should include materials and equipment as well as professional services. You may list training needs under formal training with your budget. If the costs are not apparent for this element, please list your needs anyway.

Representatives from the named organisation will be consulted regarding your application.

Visual Arts/Craft

Applicants should consider the relevance of the partner organisation to the content of their proposal. Applicants should be a career artist with a history of contribution to the visual arts/craft and have shown work in a range of exhibitions and galleries. Catalogue costs may be considered if a clear need is identified within the proposal and a distribution plan is included.

Visual Arts Curators

It is expected the partner gallery will offer a range of training in curating gallery exhibitions. The mentoring programme should be agreed with the partner organisation on appointment.

Literature

The Arts Council has a partnership with the Seamus Heaney Centre for Poetry at Queen's. THIS DOES NOT INCLUDE MENTORING. It is an affiliation on events and support which occur through the year of the award. If you are seeking mentoring support, you should devise and source your own programme of activity and submit this as part of your proposal. You can still indicate a willingness to work with the Seamus Heaney Centre. You should note that you do not require a letter of support from the Centre. Further, please do not contact the Centre in advance of your application for ACES. Applicants simply need to indicate a willingness to work with the Centre over the year. Applicants can also indicate other partnerships of their own devising; however, these will need to be evidenced and of an equivalent high standard. You should contact any other organisation (mentor, course provider, etc.) which may form part of your proposal.

Poetry:

Applicants must have at least one full collection published in the last ten years OR evidence of publication of individual poems in recognised poetry magazines in Ireland or abroad.

Prose Fiction:

Applicants must evidence a significant level of publication of short fiction or extracts and a completed novel or completed collection of short stories and submit a significant endorsement from a recognised literary publisher or published creative author from Ireland or abroad.

Self-published material is not in itself evidence of artistic ability or career development.

Music & Traditional Arts

Applicants must be established career artists.

For **performing artists** (i.e. musicians, storytellers): Applicants must show evidence of professional performances in recognised festivals and venues at local and national level.

Composers must show that they have received a commission by a reputable music organization. Self-published work will not be deemed as eligible evidence of artistic experience

Drama

Applicants should be an early career artist with at least 2 years' contribution to the theatre sector as a professional practitioner.

Applicants must identify a planned and structured residency with a company.

Dance

Applicants should be career artists, who have made at least 3 years' professional contribution to the dance sector, who are interested in consolidating their practice; or developing a new practice within a dance organisation or within an arts organisation that programmes/features dance activities. For example, a dancer-in-residence position.

Participatory Arts

Participatory Arts includes Community (including Social Inclusion), Arts & Disability, Minority Ethnic Arts, Circus, Carnival, Arts & Health and Youth Arts. Applicants must have participated in and/or developed at least two high level participatory arts projects in the last 2 years.

It is expected that the successful applicants will share learning arising from the award with the arts and community development sector. Applicants need to demonstrate a commitment to collaborative practice within an intercultural community development setting and context that equally acknowledges and prioritises community development and artistic outcomes.

If you feel that your artform area or proposed development programme does not fit within any of these categories, you should discuss this when you contact your artform officer. If you are unsure who this is, please contact one of the Heads of Visual Arts, Participatory Arts, Music or Literature & Drama.

MAJOR INDIVIDUAL AWARDS (Funded through the National Lottery)

These awards are intended to create the circumstances in which established artists with national/international recognition may develop extended or ambitious work.

Who can apply?

Artists of all disciplines and in all types of working practice who have not previously received a major award

How much money is available?

Four awards of £15,000 each are being offered in 2019/20.

ARTISTS' INTERNATIONAL DEVELOPMENT FUND

(Individual Applicants)

(Please note: Organisations wishing to apply to this scheme must apply via the *International Programme for Organisations* – available on our website.)

The Artists' International Development Fund is a £50,000 annual programme jointly funded by the British Council and Arts Council Northern Ireland and is open to individual artists and organisations.

The aim of the programme

The programme will support early stage international development opportunities for individual, freelance and self-employed artists and organisations based in Northern Ireland. It will afford recipients the opportunity to spend time building links with artists, organisations and/or creative producers in another country. The aim of the programme is to support individual international developmental opportunities for talent and artistic excellence from Northern Ireland and, thereby, enhance Northern Ireland's international artistic development, reputation and standing.

Value and Number of Awards

Artists and organisations are able to apply for small grants from £1,000 to £5,000.

Eligibility: who can apply

The programme is open to artists & organisations in any artform

- who have received recognition for their work in Northern Ireland;
- who do not have extensive international experience;
- whose work will benefit from launching better international networks - either artistically or in terms of developing an audience for their work; and,
- who can demonstrate an interest in their work from an overseas partner/host.

Individual artists, including creative producers, curators and editors, can apply.

Although the Artists' International Development Fund is aimed primarily at individual artists, arts organisations who wish to take small scale work abroad can apply as can small groups of artists who normally collaborate in their work. This could include, for example, musicians and visual artists who usually create work together, or writers and their translators. If the group does not have a shared bank account, awards to successful applicants would be made to the lead artist named on the application form.

Eligibility: Who cannot apply

- Anyone under the age of 18 at the time of application
- Students, for projects related to their course of study or their tuition fees (by student we mean a person following a course of study in a school, a college or a university)
- Individuals based (living) outside Northern Ireland
- Small groups who cannot demonstrate that they have a history of working collaboratively

What artforms will be considered?

Your proposal can be in any of the following artforms:

- Combined arts
- Literature
- Music
- Drama
- Dance
- Visual arts
- Craft

Artists can use the fund to do one or all of the following:

- Develop their artistic practice through working internationally
- Collaborate with and learn from artists internationally
- Create early relationships with artists and/or creative producers with a longer term view of developing international markets and audiences for their work in another country and building their profile internationally

The programme can cover the targeted exchange of key creative people to develop new concepts or relationships. Applicants will need to conduct their own research and have identified and communicated with a potential partner/host in the country they wish to visit. Applications could include one or two international visits (for Northern Ireland applicant to travel overseas or overseas partners/collaborators to visit Northern Ireland or both).

You are eligible to bring other sources of funding or sponsorship to the project/ grant.

We would expect projects to be completed within one year of the decision.

What you cannot apply for

- Projects that are not arts-related
- Film or video production and cinema exhibition, unless it is in support of artists' work in the moving image (including film and video)
- Training or education projects
- Projects which take place or start before the published decision date
- Costs that are already covered by other funding
- General running costs and overheads that are paid for by other income, including your own funds
- Ongoing overheads related to equipment or buildings, such as insurance and maintenance costs
- Fund-raising events, such as charity galas
- Buying equipment and instruments
- Projects in a formal education setting for educational purposes necessary by law
- Projects with a primary focus on social development (we will not consider the proposal unless the focus of the project is clearly and primarily artistic)

How our staff will support the programme

Arts Council and British Council staff will:

- promote the programme to encourage diverse artists from a range of artforms, communities and geographical locations across Northern Ireland to apply; and,
- work closely together to evaluate the programme and build on its success.

Getting advice:

The Arts Council's Art Form Officers can provide general information about making an application and can help with most enquiries. If you need advice about your application or the activity you are applying for you can contact us at 028 92623555 or at info@artscouncil-ni.org.

Before contacting us, please read the application materials and be ready to clearly describe your activity to us. This will help us to give you the right advice and will save time.

Other Useful information

For more information about the Arts Council of Northern Ireland go to www.artscouncil-ni.org .
For British Council arts visit: <https://www.britishcouncil.org/arts> .

SELF-ARRANGED RESIDENCIES

These awards enable individual artists wishing to work outside Northern Ireland to take up self-arranged residencies.

As noted in What You Cannot Apply For in the General Guidance Section, applications relating to residencies or rent of premises at venues already in receipt of Arts Council funding are not eligible.

Who can apply?

Artists of all disciplines and in all types of working practice can apply. Disabled artists are under-represented in this programme therefore priority will be given to applications from individual disabled artists.

Please Note: A disabled artist who applies for and is awarded a grant under this scheme, and who requires a personal assistant to travel with them, is entitled to claim funding towards the costs of a personal assistant

What can you apply for?

Travel, accommodation, visas, subsistence, carriage, insurance and approved exhibition/performance/ materials costs.

How much money is available?

The maximum award is £5,000

MIKE MOLONEY AWARD

In 1985, Mike Moloney and Donal McKendry founded the Belfast Community Circus School as a tool for personal development and creative expression for young people. Sadly, Mike Moloney passed away in 2013, but he left a legacy forged by an unfaltering belief in the value of the arts in impacting positively in the lives of young people.

Reflecting Mike's passion for Circus and Street Theatre and his work with young people, the Arts Council administers an annual Mike Moloney Award. The Mike Moloney Award has a total dedicated budget of £5,000 and aims to support the development of young people working in the field of Circus Arts and Street Theatre.

How much is the award?

You may apply for an amount between £1,000 and £5,000. Depending on the quality of applications received the Council may choose to make a number of small awards or one larger award.

Who can apply?

- Young people between the ages of 16-25 who wish to enhance the quality of their performances of Circus/ Street Theatre.
- The award is targeted at young people at the beginning of their artistic career and/or those who already have some accomplishment under their belts.

Who cannot apply?

- Individuals based (living) outside of Northern Ireland.
- Applicants who have broken the conditions of previous grant awards within the previous 4 years (taken from the date of the letter of offer).

What is the fund designed to support?

- The award will be based on the impact of the funding for the applicant; how the funding will make a difference to the applicant's engagement with Circus/Street Theatre; and the potential for the quality of work that follows.
- This award will support the development of new shows; learning new skills which can be applied to performance or teaching; or gaining inspiration from other artists or organisations.
- The award aims to support formal or informal courses, mentoring, coaching, supervision, research and cultural/research visits.

Development of an application:

The Arts Council funds three Circus organisations on an annual basis. These are;

- Belfast Community Circus School Paul Quate paul@belfastcircus.org
- Streetwise Community Circus Jim Webster streetwisecircus@gmail.com
- In Your Space Cath Mc Bride cath@inyourspaceni.org

In developing your application, we would recommend that you discuss your proposal with one or more of the above organisations. Please note, applicants must submit a Letter of Support from one or more of the named Circus organisations. You must provide a detailed programme of the

work including what you aim to achieve overall and the professional development activity planned.

If your application includes a cultural exchange/ training/ research visit with a national or international institution or organisation, a Letter of Invitation should also be included with your application.

You will need to include a costed plan which should include materials and equipment as well as professional services.

A representative from one of the named organisations will be consulted regarding your application.

ELIGIBLE COSTS

- Professional fees, including arts based training / mentoring to support development of circus/street skills
- Travel, accommodation and subsistence
- Equipment and materials

ANNE O'DONOGHUE AWARD

Please note: For this scheme you MUST contact and discuss your application with a Participatory Arts team Artform Officer prior to making an application or your application will be ineligible.

Anne O'Donoghue became Director of Play Resource Warehouse (PRW) in 1984. Over the next thirty years she led in the transformation of the organisation, building an essential material and training resource for all those involved in the arts in particular recycling waste materials from factories, shops, offices and warehouses for creative activities and educational projects in communities across Northern Ireland.

A significant achievement for Anne during this period was the establishment of a purpose-built centre in North Belfast, completed in 2002. These new premises marked the transition of PRW into a major arts infrastructure organisation with its mission to *'create opportunities to develop the creative potential of children and young people in Northern Ireland, which enhances their quality of life and strengthens their ability to express themselves fully and freely'*.

Sadly, Anne passed away in September 2014. As a long-time champion of Community Arts practice in Northern Ireland, Anne's legacy is significant. In particular, her high standards of practice for the design and delivery of services and her support for the continued professional development of her team at PRW, community leaders, teachers and artists.

As part of its commitment to Community Arts, the Arts Council aims to support a sustainable sector through strengthening professional formation and development in the Community Arts sector.

The **Anne O' Donoghue Award** aims to support formal or informal courses, mentoring, coaching, supervision, research and/or cultural exchanges with other arts and cultural managers on a national or international level. The award also aims to build the professional capacity (business/managerial skills) of those working in the community arts sector through supporting continuous professional development.

How we define Community Arts:

The Arts Council defines Community Arts as *"... the process of harnessing the transformative power of original artistic expression, producing a range of social, cultural and environmental outcomes. Looked at politically, socially, culturally and/or economically, Community Arts aims to establish and maximise inclusive ways of working, providing an opportunity for communities and their participants to continue to find ways to develop their own skills as artists and for artists to explore ways of transferring those skills. Through this process, Community Arts aim to maximise the access, participation, authorship and ownership in collective arts practice."*

Eligibility: Who Can Apply?

Arts Managers/Administrators currently in employment in a Northern Ireland-based Community Arts organisation and with at least four years' experience working in the Community Arts sector.

Eligibility: Who Cannot Apply?

- Free-lance Arts Administrators or Project Co-ordinators
- Artists
- Applicants who have broken the conditions of previous grant awards within the previous 4 years (taken from the date of the letter of offer).

Development of an Application

Please note: for this programme you **MUST** contact a member of the Community and Participatory Arts Team, prior to making an application otherwise your application will be ineligible. Your application should include a letter of support from the Chair or Board Member of your organisation. If your application includes a cultural exchange or training with a national or international institution or organisation, a letter of invitation or support should also be included with your application.

How much money is available?

One award is available up to £5,000

What you can apply for

- Training courses to support business/managerial skill development
- Professional fees, including arts based training if integral to professional development
- Travel, accommodation and subsistence
- Equipment and materials

What you cannot apply for

- Costs associated with covering your current post in your absence.
- Self-Commissioning or publishing costs.
- Work that forms part of under-graduate or post-graduate study or is intended to be assessed as part of that study
- Applications to fund or establish websites
- Applications relating to projects/commissions already in receipt of Arts Council of Northern Ireland funds
- Applications relating to residencies or rent of premises at venues already in receipt of Arts Council funding (for example, residencies to the Tyrone Guthrie Centre).
- Costs for the purchase or manufacture of musical instruments.

Assessment Criteria

The Applicant

1. Evidence of your experience of managing Community Arts based projects. (5 marks)

Assessed against History of Arts Management (CV) and written response within the project description section.

2. Evidence of your contribution to Community Arts (5 marks)

Assessed against History of Arts Management (CV) and written response within the project description section.

The Proposal

3. Innovation and/or challenge of the proposal (5 marks)

Assessed against written response within the project description section.

4. The detail and accuracy of planning and budgeting (5 marks)

Assessed against financial budget provided

The Potential

5. Evidence of how the proposal may enhance your skills (5 marks)

Assessed against written response within the project description section.

6. Evidence of how the proposal may enhance your career (5 marks)

Assessed against written response within the project description section.