

CORK CITY COUNCIL ARTS OFFICE INDIVIDUAL ARTIST BURSARY AWARD 2020

The Bursary award supports individual artists. Applications must be in respect of the professional development of the individual practicing artists, arts administrators, and or arts and cultural theorists.

Examples of professional development include:

- Further educational or training opportunities.
- Development opportunities in other countries.
- Opportunities to be professionally mentored.
- Opportunities to facilitate a significant shift in direction of work.

Arts allocations are in alignment with the policies set out by the Cork City Council Arts and Cultural strategy 2011 – 2015, extended to 2019. This strategy is available at <https://www.corkcity.ie/en/council-services/services/arts-culture-heritage/arts-office/publications-and-links.html>

This application form is available in Irish, large print and word format on request, by email to artsgrants@corkcity.ie It is available to download in PDF at <https://www.corkcity.ie/en/council-services/services/arts-culture-heritage/arts-office/funding-opportunities1.html>

Cork City Council may offer amounts of grant aid less than the amount sought. Grant assistance will be awarded only where applications meet the criteria set down by Cork City Council. Applicants can apply for a maximum of €5,000.

SUBMISSION INFORMATION

DEADLINE FOR RECEIPT OF APPLICATIONS IS 4PM THURSDAY 21ST NOVEMBER 2019.

Completed hard copy applications must be returned to

Arts Office, Community Culture & Placemaking, Cork City Council, City Hall, Anglesea St, Cork

If you wish to submit your application electronically you can do so via:

- **WeTransfer** to artsgrants@corkcity.ie Please note the **MAXIMUM** file size is 2GB.
- **Email** to artsgrants@corkcity.ie Please note the **MAXIMUM** email size is **5 MB**, larger email **WILL BE BLOCKED** by the IT department and you **MAY NOT** receive a non delivery notification.

Do not submit your application over multiple file transfers or emails. It is your responsibility to ensure your application is complete before sending.

DO NOT STAPLE, BIND OR FOLDER THIS APPLICATION OR SUPPORTING MATERIAL IN ANY WAY.
PAPER CLIP ONLY

BLOCK CAPITALS ONLY – The application may be typed or hand written using additional paper where required.

ASSESSMENT OF APPLICATIONS

All applications are assessed by an independent peer panel from the arts sector and one elected member of Cork City Council.

CRITERIA FOR ALL APPLICATIONS

- Applicant must be a resident within Cork City Councils administrative area.
- Be fully completed, signed and submitted before the stated deadline.
- Requested accompanying material must be submitted.
- Be carried out on a not for profit basis.
- Be artistic or cultural in nature.
- Have procedures in place for documentation.

ADDITIONAL CRITERIA

ARTISTIC

- Artistic ambition and excellence.
- Quality of artistic samples.
- Quality of proposed artistic encounter.
- Potential impact on individual's artistic development.

STRATEGIC

- National and international relevance.

OPERATIONAL

- Documentary evidence regarding planned encounter (e.g. acceptance from symposium, contract with mentor) if relevant.
- Encounter must take place within the year of application.
- Quality of plans for documentation and feedback to Cork City Council.
- You must adhere to the branding and acknowledgement requirements of Cork City.

ESSENTIAL ENCLOSURES

- Artist/s C.V. and other key personnel as relevant.
- Examples of previous work, USB's are not accepted
- Evidence of local support / partnerships
- Outline of proposed evaluation
- List of enclosed documentation and material included in the application.
- Stamped addressed envelope for return of documentation

FREEDOM OF INFORMATION

Cork City Council proposes that the following information relating to this grant application be made available on request:

- Name of the successful applicants
- Reasons an applicant did not qualify for grant consideration.

Cork City Council undertakes to use its best endeavours to hold confidential, information provided by applicants subject to its obligations under law, including the Freedom of Information Act 2014. Applicants are requested to consider if any of the information supplied should not be disclosed because of its sensitivity. If this is the case, candidates should, when providing the information is not identified as sensitive and Cork City Council upon consideration does not deem it sensitive, then such information is liable to be released in response to a Freedom of Information request without further consultation with the applicants. Cork City Council will consult with any candidates about sensitive information before making a decision on any Freedom of Information Act request received.

CONTACT

Arts Office, Community Culture & Placemaking, Cork City Council, City Hall, Anglesea Street, Cork, Ireland Tel: 021 4924000 Email: artsgrants@corkcity.ie

APPLICATION FORM**NAME OF APPLICANT**

ADDRESS

TELEPHONE

EMAIL

WEBSITE

COUNTRY OF ORIGIN (to map range of applicants)

Amount requested€

PLEASE PROVIDE A FIFTY WORD (MAX) SYNOPSIS OF WHY YOU SEEK FUNDING

ARTISTIC DISCIPLINE – Tick as appropriate:

Architecture		Sound Art	
Community Arts		Theatre	
Circus		Traditional Arts	
Digital Arts		Multi – disciplinary	
Dance		Music	
Festival		Opera	
Film & Video		Visual Arts	
Literature		Other	

IF OTHER, please specify: _____

PLEASE DESCRIBE YOUR PRACTICE USING BLOCK CAPITALS AS AN ARTIST/ PERFORMER/ WRITER / CURATOR / DIRECTOR ETC.

This image shows a single sheet of white paper with horizontal ruling lines. The lines are evenly spaced and run across the width of the page. There are no margins, text, or other markings on the paper.

This image shows a single sheet of white paper with horizontal blue or grey ruling lines. The lines are evenly spaced and run across the width of the page. There are no margins, text, or other markings on the paper.

PLEASE DETAIL USING BLOCK CAPITALS WHAT THIS BURSARY AWARD WILL SUPPORT (200 WORDS MAX) it is important that you describe how you see this bursary helping to develop your work.

This image shows a full page of blank, lined paper. It features approximately 20 evenly spaced horizontal black lines across its entire width, providing a template for handwriting practice or general note-taking. The margins are consistent on all sides.

USING BLOCK CAPITALS, OUTLINE PLANS FOR ANY PERFORMANCE, EXHIBITION, INSTALLATION, PRODUCTION, RECORDING, PUBLICATION OR CONFERENCE RESULTING FROM THIS BURSARY (200 WORDS)

[illegible]

OUTLINE YOUR CAREER TO DATE RELEVANT TO THIS APPLICATION; INCLUDING ACADEMIC OR OTHER QUALIFICATIONS OBTAINED, INCLUDING THE AWARDING BODY AND / OR MEMBERSHIP PF PROFESSIONAL BODIES, ORGANISATIONS.

This image shows a single sheet of white paper with horizontal ruling lines. The lines are evenly spaced and run across the width of the page. There are no margins, text, or other markings on the paper.

[illegible]**FINANCIAL**

EXPENDITURE

Please give a breakdown of ALL anticipated expenditure related to this proposal. E.g. material, equipment hire, documentation, travel, subsistence etc.

[illegible]

INCOME

Please give details of sources of income other than from Cork City Council that might support this project. For example, your own resources, grants, fees, projected sales, sponsorship, benefit in kind etc.

DETAILS	AMOUNT

AMOUNT REQUESTED FROM CORK CITY COUNCIL	€
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PAYMENT DETAILS

Have you been paid by Cork City Council before?

Yes ____ No ____

If yes, Please give details of the payee (this makes it easier for the Finance department to locate your unique supplier number connected with your payments)

Supplier number (if known) _____

Name _____

Payee Name _____

Address (associated with the account) _____

Email _____

Is this the account you would like to use for future payments with Cork City Council's Arts Office?

Yes ____ No ____

PLEASE COMPLETE THE FOLLOWING IF YOU ANSWERED NO TO THE ABOVE QUESTION OR IF YOU NEED TO CHANGE YOUR BANK ACCOUNT DETAILS

Supplier name: _____

Address: _____

Irish VAT/ TAX REG no: _____ or PPS _____

Note: VAT/TAX number is required for all registered suppliers. PPS number is required if not VAT registered.

Nature of Business _____ Arts Grant _____

Charity NO: (If applicable CHY ref) _____

Phone: _____ Email for remittances: _____

PLEASE TICK AS APPROPRIATE

Grant/refund ☒ Professional Service _____ Construction _____ other _____

BANK DETAILS

Name& address of bank: _____

Bank account name: _____

Sort Code _____ Account no: _____

BIC/SWIFT _____ IBAN: _____

SIGNED: _____ Organisation position _____

Print name: _____

PLEASE NOTE A COPY OF THE TOP OF YOUR BANK STATEMENT IS REQUIRED FOR ALL NEW SUPPLIERS OR IF YOU ARE CHANGING YOUR BANK DETAILS

APPLICANT'S STATEMENT

I have completed all relevant sections of this application and confirm that all information provided is truthful and accurate.

Printed name: _____ Signature _____

Position: _____ Date: _____

CHECKLIST

A signed application	_____
Completed relevant sections of the application	_____
Examples of previous work (per below) USBS not accepted.	_____
State the amount requested from Cork City Council	_____
Application and supporting material is not stapled, bound or foldered in any way.	_____

EXAMPLES OF SUPPORTING MATERIAL:

USB's ARE NOT ACCEPTED. Supporting materials can be on CD or printed copies. Material provided on USB's will not be viewed by the panel.

Good quality examples of your work that demonstrate your practice to date – depending on the media used in your practice, the following should be used only as a guide.

- 10 good quality still images, including detailed images or installation shots for installation work.
- 3 excerpts or 3 minutes for moving image work/ film
- Good quality recordings of compositions or performances which illustrate the applicants artistic practice for track record to date;
- For composers who routinely produce scores as part of their practice, a maximum of three scores of compositions completed or previously published (hard copy)
- Up to 3 examples (electronic format) of recent catalogues, monographs or relevant publications.
- All still and moving images should be clearly labelled with a brief description of the work.

IF YOU REQUIRE RETURN OF SUPPORTING MATERIAL, PLEASE PROVIDE A STAMPED ADDRESSED ENVELOPE

RECEIPT OF APPLICATIONS

Your application will be acknowledged by email within three weeks of receipt. Decisions on the application will be issued by the end of February 2020.

Deadline for receipt of all applications is **4PM THURSDAY 21ST NOVEMBER 2019**

