

**Dún Laoghaire-Rathdown County Council**  
**Creative Ireland Bursaries 2019**  
**Closing Date: Thursday 14<sup>th</sup> March, 12 noon**

Dún Laoghaire-Rathdown County Council is delighted to invite applications for the dlr Creative Ireland Bursaries 2019.

Creative Ireland is a culture-based programme designed to promote individual, community and national wellbeing. The core proposition is that participation in cultural activity drives personal and collective creativity, with significant implications for individual and societal wellbeing and achievement.

dlr Creative Ireland bursaries offer the opportunity for local communities and arts organisations to lead on creative projects in their own area. They will support new and exciting opportunities for people to get involved in a great variety of creative activities.

The awards aim to encourage the development of partnerships between local communities and artists, creative practitioners and/or arts organisations in the design and development of creative and cultural projects and events throughout the County.

Bursaries will be awarded from €2,000 up to a maximum of €7,000.

The awards can support any creative activity but must respond specifically to Creative Ireland pillar number 2 which is: Enabling Creativity in Every Community

The lead applicant must be a local community group or an arts organisation. The project or activity must take place in Dun Laoghaire-Rathdown.

Bursaries are available to support activity taking place between May to December 2019.

**Objectives:**

- To support creativity in local communities throughout Dún Laoghaire - Rathdown
- To support projects of artistic quality
- To support opportunities for communities of interest, or place, to lead on the design and development of creative projects in partnership with artists, creative practitioners and/or arts organisations.

**Eligibility:**

- A maximum of two applications will be accepted from any individual, group or organisation. If two applications are being made two separate application forms must be submitted.
- The lead applicant must be a local community group or an arts organisation.
- Applications must be for activities taking place within Dún Laoghaire-Rathdown and must be complete by December 2019.
- Dún Laoghaire-Rathdown County Council aims to support projects, events, groups, organisations and individuals whose work is of a high quality.
- Dún Laoghaire-Rathdown County Council seeks to support financially sustainable ventures.
- Preference will also be given to those whose work functions in a developmental way.
- The success or otherwise of previous grant aided activities will be taken into account when assessing the applications and previous grant reports submitted by applicants will be available to the selection panel.
- Applications that involve strategic partnerships and collaborations will be favourably considered particularly where match funding is available.
- In regards to applications from organisations only not for profit organisations will be considered.
- Grants will not cover building programmes, third party grants, assistance to cover loans or deficits, projects which could be undertaken on a commercial basis, charity fundraising events or the hire fee of Council premises.
- Employees of Dún Laoghaire-Rathdown County Council are not eligible to apply.

## Conditions:

- Successful applicants will be required to acknowledge the support of Dún Laoghaire-Rathdown County Council and Creative Ireland in writing on all promotional materials. The Dún Laoghaire-Rathdown County Council and Creative Ireland logos must also be on all promotional materials.
- The funding offered must only be used for the purposes specified in the application and any alterations to the proposed use of the bursary must be approved in advance by the Dún Laoghaire-Rathdown County Council.
- The award must be spent within the designated timeframe.
- Successful applicants must hold adequate public liability insurance. Dún Laoghaire-Rathdown County Council will not be responsible in any way for insurance of grant aided events or projects.
- Where relevant, successful applicants must have in place a policy and proper procedures regarding working with children, young people and vulnerable adults.
- The provisions of the Freedom of Information Act 1997-2003 apply to Dún Laoghaire-Rathdown County Council. Applicants should state if any of the information supplied by them is confidential or sensitive and should not be disclosed in response to a request for information under the aforementioned Act. Applicants should state why they consider the information to be confidential or commercially sensitive.
- Canvassing of the members of the selection panel, councillors or members of staff of Dún Laoghaire-Rathdown County Council will disqualify the applicant/s.
- A report on the grant-aided activity must be submitted. A template for this report will be provided and must be used.
- Two referees are required and Dún Laoghaire-Rathdown County Council reserves the right to contact the referees.
- Dún Laoghaire-Rathdown County Council reserves the right to invite An Cathaoirleach and/or An Leas Cathaoirleach to activities supported by the dlr Creative Ireland bursary.
- Specific conditions may be outlined in a letter of offer, which must be signed and returned to Dún Laoghaire-Rathdown Arts Office prior to the drawdown of funding.
- E-mail applications will not be accepted.
- Applications must be typed or written in clear block capital letters.
- Payments will be made by electronic fund transfer. Successful applicants will be required to complete an electronic fund transfer form prior to requesting the drawdown of any funding.
- Events run by organisations that have outstanding debts to Dún Laoghaire-Rathdown County Council will not be funded.
- The project or activity must take place in Dun Laoghaire-Rathdown.

### **Application Process:**

Applications must be typed or completed in clear block capital letters

Applications must include **2 copies** of

- Completed and signed application form
- CV's of all artists, facilitators
- For groups and organisations a biography of the group or organisation and CV's of any of the lead applicants within the group or organisation
- Budget
- If applicable, evidence of other funding you have secured

The inclusion of supplementary material in support of an application is recommended. Please assume that the selection panel is not familiar with any of your past work.

Include 1 copy of supplementary materials; examples of appropriate supplementary materials may include

- Examples of previous work- maximum 10 (if supplying images they should be in j-peg format and if supplying cd's and/or dvd's they must be pc compatible)
- Reviews of previous work
- A more detailed proposal
- A more detailed budget breakdown
- Letters of support from groups or organisations you will be working with, venues you intend to use, etc

### **Criteria for Selection:**

Applications will be marked on the following criteria:

- Quality of previous work (20%)
- Quality of proposal (20%)
- Ability to link to the Creative Ireland pillar- Enabling Creativity in Every Community (28%)
- Ability to achieve applicants outlined objectives within timeframe and budget. (20%)
- Geographical Spread (12%)

**Timeline:**

Thursday 14 <sup>th</sup> March, 12 noon	Closing date
Late March	Selection Panel to assess grant applications
Mid- April	Approval of proposed grants and successful applicants informed
Activity supported by the Bursaries	May – December 2019

**Selection Process:**

- Grants will be selected through a competitive process.
- Applications may be short-listed by Dún Laoghaire-Rathdown Arts Office.
- Short-listed applications will be considered at a selection panel and the panel's decision is final.
- 2 copies of a letter of offer will be issued to successful applicants. This may contain specific conditions. 1 copy must be signed and returned to Dún Laoghaire-Rathdown Arts Office prior to the drawdown of funding.

For queries please contact:

arts@dlrcoco.ie

(01) 236 2760

**Freedom of Information:**

The provisions of the Freedom of Information Act 1997-2003 apply to Dún Laoghaire-Rathdown County Council. Applicants should state if any of the information supplied by them is confidential or sensitive and should not be disclosed to a request for information under the aforementioned Act. Applicants should also state why they consider the information to be confidential or commercially sensitive.

**GDPR:**

All information provided for this application will be held for a period of one year from the date of submission and will remain in the sole ownership of Dún Laoghaire-Rathdown County Council Arts Office. Information supplied in the application will be used only for the purpose of the application itself, and will only be used by dlr Arts Office and the appointed selection panel for the purposes of administering and managing this particular bursary scheme. You may withdraw your consent to the retention of the information relating to your application at any point by sending an email to [arts@dlrcoco.ie](mailto:arts@dlrcoco.ie)