

CORK CITY COUNCIL ARTS OFFICE PROJECT SCHEME 2007

Applications are invited by the Arts Office for the 2007 Project Scheme. Cork City Council's Arts and Cultural Development Plan 2006 -2009, which is available to download on our website, outlines the policies and strategies of this Local Authority for the development of the Arts Sector. Grant aid is distributed in accordance with these policies and strategies.

The Project Scheme provides direct funding for professional arts projects across all disciplines. The projects must not already be in receipt of funding from any other scheme administered by the Arts Office.

Research and development, as well as production funding, may form part or all of the application. We aim to provide support to productions, exhibitions, commissions, publications, etc, through this scheme. Applications should not relate to the ongoing employment or overhead costs. The scheme is only open to the professional sector. Value of Grant max. - €15,000

Projects applying for support must demonstrate the highest possible standards of excellence and where appropriate innovation. Application to this scheme is competitive across all of the disciplines. Retrospective applications will not be considered. **THE DEADLINE FOR THE RECEIPT OF APPLICATIONS IS 5 PM FRIDAY 28TH SEPTEMBER, 2007.**

CRITERIA

GENERAL CRITERIA –APPLY TO ALL APPLICATIONS RECEIVED.

- Application must be submitted before the stated deadline.
- Application must be fully completed and signed.
- Any requested accompanying material must be submitted.
- Applicants must be located or provide services within Cork City Council's administrative area.
- The work in respect of which funding is sought must be artistic or cultural in nature.
- The work in respect of which funding is sought must be carried out on a not-for-profit basis.
- You must demonstrate efforts to secure income from other sources.
- Your organisation must demonstrate observance of standard codes of practice in general welfare issues – such as, child first guidelines, health and safety regulations, and equal opportunities.
- In the activities you carry out, there should be a recognition and accommodation of the culturally diverse interests of the city.
- You must have procedures in place for the documentation and evaluation of the work you are carrying out.

CRITERIA SPECIFIC TO PROJECT SCHEME

ARTISTIC

- Application must be made in respect of professional artistic and/ or cultural practice.
- Quality of artistic and/ or cultural samples.
- Technical, artistic and/ or academic expertise of personnel.
- Quality, relevance and ambition of proposed artistic or cultural project.
- Potential impact on individual / group's artistic development.
- Impact on art form/ discipline development.

STRATEGIC

- Quality of Project plan.
- Quality of plans for evaluation and follow up.
- Planned methodology for assessing project's impact on arts and cultural development.
- Where relevant, evidence of inter-phase progression.
- Quality of professional engagement.
- Potential impact on Cork city's cultural life.
- Regional and/ or national relevance.

OPERATIONAL

- Evidence of professional management of project.
- Fees in accordance with professional practice.
- Evidence of professional financial management.
- Ability to secure funding from other sources (minimum 30% matching funds).

Applicants must complete all sections of the form. All questions must be answered even if it is to state that the question is not relevant.

The application form may be typed or hand-written. Please complete in block capitals using additional paper where required. This Application Form is available, in Irish, in large print, by email and from the Cork City Council web-site www.corkcity.ie

FREEDOM OF INFORMATION

Applicants completing this form please note that information provided to Cork City Council may be disclosed in response to a request made under the Freedom of Information Act (1997 & 2003). However every effort will be made to protect confidentiality, particularly in relation to commercially sensitive material.

FUTHER INFORMATION

Contact: Imelda O'Donovan, Arts Office, Recreation, Amenity & Culture, Cork City Council, City Hall, Anglesea Street, Cork. Telephone: 021 4924738 Fax: 021 4924651
 Email: imelda_odonovan@corkcity.ie

APPLICATION FORM

Name of Applicant

Address of Applicant

Telephone Number _____ Fax No. _____

E. Mail _____

Address for correspondence if different from above.

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 give details of the project you are seeking support for, max 200 words.
When completing this you should refer to the opening paragraph and criteria of this application form

Outline plans for any performance, exhibition, installation, production, recording, publication or conference (if relevant) resulting from the Project scheme award, max 200 words.

Please give a budget breakdown of the project, max 200 words. Highlighting the areas that Cork City Council funding is sought for.

INCOME		
Arts Council		
Cork City Council Project Scheme		
Sponsorship/Donations		
Box Office		
Other Earned Income		
TOTAL INCOME		
EXPENDITURE		
Arts Programme Costs		
Production Costs		
Printing/Postage/Stationary		
Advertising/Publicity/Marketing		
Travel/Accommodation		
Materials		
Equipment Hire		
Other Costs (give details)		
TOTAL EXPENDITURE		

SIGNATURE OF APPLICANT

DATE OF APPLICATION

NB: ENCLOSURES CHECKLIST
APPLICATIONS REQUIRE SPECIFIC SUPPORTING MATERIAL. PLEASE ENSURE THAT THESE ARE INCLUDED IN YOUR APPLICATION.

YOU MUST INCLUDE:

- Artist C.V.
- Examples of previous work of the applicant(s).
- Evidence of local support /partnerships
- Outline of proposed evaluation
- List of enclosed documentation and materials included in the application

RECEIPT OF APPLICATIONS

Your application will be acknowledged within two weeks of receipt. Decisions on the application will be issued within 6 weeks of application.

Recipients of Project awards will receive monies in 2 instalments. 75% will be provided upon awarding of the grant. The remaining 25% will be provided on receipt of a full report on the conclusion of activity in respect of which funding has been sought.

DEADLINE FOR THE RECEIPT OF COMPLETED APPLICATIONS IS

5PM FRIDAY, 28TH SEPTEMBER, 2007

COMPLETED APPLICATIONS MUST BE RETURNED TO:

ARTS OFFICE, RECREATION, AMENITY & CULTURE,

CORK CITY COUNCIL, CITY HALL,

ANGELSEA STREET, CORK, IRELAND

TEL: 00 353 21 4924738 FAX: 00 353 21 4924651

EMAIL: [imelda odonovan@corkcity.ie](mailto:imelda.odonovan@corkcity.ie)