

A person with dark hair tied in a bun, wearing a yellow long-sleeved shirt, is focused on painting a pink flower on a white sheet of paper. They are using a blue-handled paintbrush. In the foreground, there is a wooden watercolor palette with various colors of paint. The background is slightly blurred, showing a desk with other items like a cup and some papers.

Creative Practitioner Bursary 2023

Guidelines

Application Deadline 06.04.23



Comhairle Cathrach na Gaillimhe
Galway City Council

Contents

Introduction	3
How has the bursary changed?	3
What are the aims and objectives of the bursary?.....	4
Who is eligible for the Bursary?	4
What will be supported through the Bursary?.....	4
Criteria.....	5
Assessment.....	5
Completing Your Application	6
Submitting Your Application.....	6
Conditions for Successful Applicants.....	7
Freedom of Information	7
Data Protections.....	8
Enquiries	8

Introduction

As outlined in [*New Directions: Strategic Plan for the arts 2021 – 2026*](#), the Galway City Council Arts Office is committed to the development of creative practitioners and the broader cultural landscape of our shared city. We work closely with the Arts Council to create an open and fair approach to investment and development. Through our Arts Council local authority framework agreement, we commit to providing robust supports, resources and opportunities for artists in our community.

This fund supports the work of creative practitioners working to develop new works and nurture their creative and professional practices. This funding scheme is comprised of two strands. Strand 1 invites applications up to €500 and Strand 2 from €501 - €3,000. Applicants may apply for Strand 1 one or Strand 2 only. Awards will be made across the spectrum of creativity including visual culture, literature, contemporary film, music, dance, architecture, and theatre.

How has the bursary changed?

The Creative Practitioners Bursary was formerly called The Individual Artists Bursary. This change arises given the wealth of creative practices in Galway City which the Arts Office is keep to support. We encourage applicants working across the spectrum of contemporary arts not just visual artists.

The maximum value of the bursary has risen from €1,500 in previous years to €3,000 for 2023.

What are the aims and objectives of the bursary?

The primary purpose of the bursary is to support and enable creative practitioners to pursue their practice, to research and to develop within their chosen discipline.

Who is eligible for the Bursary?

- (i) Individual Creative Practitioners working in the following disciplines:

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

- (ii) This award is only open to those living in Galway City Council's administrative area. If you live in Galway County, Galway County Council Arts Office hosts similar schemes for which you may be eligible.
- (iii) Bursary Awards are available only to applicants aged 18 and older.

What will be supported through the Bursary?

- (i) Time and Space
- (ii) Mentoring
- (iii) Education/Training (Undergraduate or Postgraduate Studies are not eligible for funding.)
- (iv) Materials
- (v) Installation/Exhibition Costs
- (vi) Website Development costs

(vii) Residency costs

Criteria

In assessing your application, the following will be considered:

A	Artistic Quality and Ambition - The innovative nature of your proposal.	25%
B	Quality of Work Examples - Consideration of your background and a proven track record in the arts. - Documentary evidence regarding planned work (e.g. acceptance from symposium, contract with mentor) if relevant.	25%
C	Potential Impact on Individual's Artistic Development - Whether this activity will have a constructive and positive effect on your artistic practice / career and that of others.	25%
D	Feasibility - Whether you have the capacity to complete and see your project through to successful fruition, including budget management, marketing and evaluation. - The clarity of your proposal	25%

Assessment

All applications will be considered by Galway City Council Arts Office. Your application will be reviewed scored based on how successfully it meets the criteria outlined above. From these scores an order of merit list generated. While the order of merit list will play a significant part in funding decisions, it is not the only factor. The amount of funding offered will reflect the overall available budget in

conjunction with the criteria balanced across applicants and awardees. Applicants may receive feedback on their application, on request.

Completing Your Application

- Remember that several people will be involved in the decision-making so make your application clear, concise, and unambiguous.
- Do not assume that your work is known– treat each application as if it were your first.
- Remember your application is assessed on the basis of all information supplied within the competitive context of many other applications.
- Have a clear and realistic idea of what you want and how much your proposal costs.
- Canvassing will disqualify the applicant. Each application is assessed solely on the content of that application. Prior contact with the Arts Office in this regard will not advantage your application.

Submitting Your Application

A formal acknowledgement of your application with a reference number will be issued within two weeks of submission. If you do not receive this communication within that time, it is your responsibility to contact the Arts Office in this regard. You must ensure that all requested documentation is attached with your application form online.

Your application will be invalid if you do not:

- submit a fully completed application form

- submit all requested documentation with your application form (additional documentation cannot be accepted after the closing date)
- submit your application by the deadline of 06.04.23 at 4pm.

Conditions for Successful Applicants

- The funding offered must only be used for the purposes specified in your application.
- The funding must be spent before 1st September 2023.
- Where a grant is allocated for a specific event / project, Galway City Council will not be responsible for the insurance of that event / project. The Arts Office recommends that the organisers ensure that adequate insurance is in place prior to the commencement of any event / project.
- If the event or project is altered, postponed or cancelled – in whole or in part – the Arts Office must be contacted to discuss the matter.
- Galway City Council must be acknowledged on all publicity, press and marketing material produced in connection with the undertaking or event in line with our Acknowledgement Guidelines available on our website.

Freedom of Information

You are welcome to ask for feedback if your application does not qualify for funding. Availing of this is highly recommended as it may help you develop applications for further bursaries.

Galway City Council undertakes to hold confidential any 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, identify same and specify the reasons for its sensitivity. If such information is not identified as

sensitive and Galway 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. Galway City Council will consult with any candidates about sensitive information before deciding on any Freedom of Information Act request received.

Details of successful applicants will be published on our website and social media channels.

Data Protections

All personal information received will be held in line with our Data Protection Policy, available [here](#).

Enquiries

Email the team with any questions at arts@galwaycity.ie with subject line “Creative Practitioner Bursary 2023 Enquiry”