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

Indian Residency Schemes

<table>
<thead>
<tr>
<th>SCHEME</th>
<th>Application Deadline</th>
<th>Decisions by</th>
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</thead>
<tbody>
<tr>
<td>Vedaaranya Artists’ Residency at Ramgarh</td>
<td>4.00 pm, 23 August 2018</td>
<td>20 September 2018</td>
</tr>
<tr>
<td>Shekhawati Rajasthan</td>
<td></td>
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<tr>
<td>The Sanskriti Foundation</td>
<td>4.00 pm, 23 August 2018</td>
<td>20 September 2018</td>
</tr>
</tbody>
</table>

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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3 General Guidance and Programme Criteria
4 Programme Eligibility and the Assessment Process
7 Guidance on Supporting Documentation

Information on the Support for Individual Artist schemes:

9 Residencies in India
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 24,25).

The Artist
1. Evidence of applicant’s artistic quality. (5 marks)
   Assessed against History of Artistic Practice, work submitted and written response within the project description section.
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 project description section.

The Proposal
3. Artistic quality, 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 (not relevant to Indian Residency Applications)

The Potential
5. Evidence of how the proposal may enhance the applicant’s skills (5 marks)
   Assessed against written response within the project description section.
6. Evidence of how the proposal may enhance the applicant’s career (5 marks)
   Assessed against written response within the project description section.

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 project description section.
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).

WHAT CAN YOU APPLY FOR

- Indian 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 except Travel Awards. The Arts Council will not fund any project which is due to start before it makes its decision (see decision dates on front page and permissible residency dates on pages 9 and 10 below).

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
RESIDENCIES IN INDIA

The Arts Council of Northern Ireland is pleased to announce new residency opportunities in India, where it has been forging links with the British Council, Shruti Foundation, Sanskriti, the Jaipur Literature Festival and others.

(1) Vedaaranya Artists’ Residency at Ramgarh Shekhawati Rajasthan

We are now in a position to offer up to two one-month residencies in the historic town of Ramgarh Shekhawati in the princely state of Rajasthan, founded in 1791, which was one of the richest towns in 19th century India.

More information on the details of the residency can be found at http://www.artscouncil-ni.org/news/india-artist-residencies

Artists may apply for a month long residency at any time from December 2018 to April 2019. However dates from mid-January to April 2019 are preferable. This residency will require the selected artists to engage with young people from local communities and schools and to facilitate workshops.

The value of the residency is £2,300 which covers:
- Accommodation costs inclusive of three meals per day and teas and coffee twice a day
- Access to Library and museum
- Free Wi-Fi
- Local doctor

Additional offers will be discussed with the successful artist.

The Arts Council will cover:
- Costs of flights to and from India with a one night hotel stay in Delhi either end.
- Internal transport to and from Delhi or Jaipur airports
- Visa, artist must supply two photographs
- Daily stipend of £10
- Vaccination and Travel Insurance costs up to £200

Please note that as part of your application you must submit a statement explaining how you would benefit from such an artistic residency. There will also be an interview process as part of the application process.

Please note: successful applicants to this residency will be required to apply for an Access NI check.
The Arts Council is offering up to two 6-week residencies at Sanskriti Kendra, the Sanskriti Foundation’s sylvan five-acre campus located on the outskirts of New Delhi.

The residency opportunity runs from December 2018 to April 2019, however dates from January to April 2018 are preferable.

This is a truly inspiring residency opportunity for artists in all disciplines, but especially visual arts and crafts, and writing.


The value of the residency is £2,500 which covers:
- Single occupancy air-conditioned studio accommodation, including all meals
- Access to all the facilities at the Kendra
- Assistance with the sourcing of local materials if needed, especially for the creation of ceramic works.

Additional offers will be discussed with the successful artist and any specific needs can within reason, can be planned and sourced in advance.

The Arts Council will cover:
- Costs of flights to and from India
- Internal transport to and from the residency
- Visa
- Daily stipend of £10
- Vaccination and Travel Insurance costs up to £200

Please note that as part of your application you must submit a statement explaining how you would benefit from such an artistic residency. There will also be an interview process as part of the application process.