



ARTS COUNCIL OF NORTHERN IRELAND NATIONAL LOTTERY FUND

Young Musicians' Platform

Guidance Notes

Applicants should read these Guidance Notes carefully before completing the online application form.

Open for Application	Deadline for Application	Audition Date	Decisions
Thursday 1 October 2020	4.00 pm Thursday 29 October 2020	1 - 3 December 2020	By 18 December 2020

Young Musicians' Platform

The Arts Council of Northern Ireland (ACNI), in collaboration with BBC Northern Ireland (BBC NI), offers awards for young, exceptionally talented **solo musicians / singers / singer-songwriters in Classical, Jazz, Contemporary and Traditional Music** who are ready to enter the professional world as artists. The financial award associated with this scheme will allow applicants to spend a sizeable amount of time learning from a master musician/teacher/composer etc. abroad. The BBC will facilitate this scheme by offering two professional broadcast performances to six successful applicants, in the period January 2021 – December 2022.

Who can apply?

- Individual classical, jazz, traditional and contemporary singer-songwriter musicians who reside in or originate from Northern Ireland;
- Lower age limit of 18 and up to an age limit of 26 for instrumental players, and 29 for singers;
- Classical, jazz and traditional musicians who have made a meaningful contribution to artistic activities in Northern Ireland;
- Applicants must have reached a high standard of public performance as indicated within the references and as demonstrated with a solo recording of two (2) contrasting works of no more than eight (8) minutes each

What does this scheme offer?

The Young Musicians' Platform Scheme is a biennial scheme offering a maximum of six individual awards of £5,000 plus two professional engagements arranged by BBC Northern Ireland for a broadcast chamber music/solo recital and/or concerto performance with the Ulster Orchestra where appropriate.

The following are not eligible

- Applications for prolonged study at centres of further or higher education. However, applications involving short-term attendance at centres of further education will be considered if the proposed master/artist is accessible only through this route.
- Applications from previous recipients of a Young Musicians' Platform award.
- Materials/equipment

Audition

Final selection will be by audition lasting no longer than 10 minutes. Auditions will be held in Belfast from **1 to 3 December 2020**. An Audition Panel consisting of representatives of the BBC NI, ACNI and independent adjudicators will select extracts from the applicant's programme to include two contrasting pieces in style and period, one of which will be contemporary. Reasonable expenses will be paid for return travel to and from Belfast.

Additional support material required

All applicants must submit the following with the online application form:

- A history of artistic practice;
- Detailed project budget;
- TWO references from professional musicians / teachers / promoters on the Reference Forms provided on the Arts Council's website; and
- A recording of TWO contrasting works of no more than eight minutes each.

PROCESS

1. **You may only apply online.** We will not accept applications in hard copy or by email.

Online applications may be edited, saved and returned up to the closing date. You **MUST** submit **ALL** documents associated with any part of the application at the same time.

DO NOT compress files into one zip file. You MUST upload files as individual documents

The submission of weblinks or website addresses in lieu of 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:

Sound files (MP3, WMA)

Video files (QuickTime – AVI, MOV, MP4, WMV)

Text files (DOC, DOCx, PDF)

Spreadsheet files (XLS, XLSx)

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 relevant supporting documentation by the closing time and date.

2. 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.

Arts Council in its responsibilities in administering the programme is to have due regard to the need to promote equality of opportunity and regard to the desirability of promoting good relations across a range of categories outlined in Section 75 of the Northern Ireland Act 1998 (the Act).

This does not form part of the decision-making process; and you are not under any obligation to respond; however, provision of this information will assist Arts Council to deliver better public services and continuous improvement.

3. The Arts Council will acknowledge receipt of application forms within 20 working days of the closing deadline.
4. Successful shortlisted applicants will be contacted inviting them to audition.
5. 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.
6. Unsuccessful applicants will receive a letter detailing the reason/s why the application was unsuccessful.

IS THE ARTS COUNCIL DECISION FINAL?

The decision of the Arts Council is final.

If you have any queries about the programme or need any help or advice completing the application, please contact the Arts Council. A list of staff is available on our website - <http://artscouncil-ni.org/contact-us>.

These Guidance Notes are available on request in large print format and disk, and also on the Arts Council's website here: <http://www.artscouncil-ni.org> .

OTHER USEFUL INFORMATION

Publicity

Full listings of all the grants we award are published on our website. You will be required to acknowledge Arts Council of Northern Ireland funding in all your publicity. Failure to credit the Arts Council of Northern Ireland will affect payment of your grant.

Openness and accountability

Under the Freedom of Information Act 2000 any information held by us (which will include your application) is potentially accessible by the public.

Information supplied by you will be held in manual files and on a computer-based grants management system. Reports from the information you supply and from comments made on your application by staff members and external assessors, where relevant, are also on both manual and computer-based systems. The information you supply will be made available to those assessing any grant applications you make.

By submitting your application, you waive any right to raise any type of proceedings against the Arts Council of Northern Ireland as a consequence of, or in contemplation of, any disclosure of the contents of your application in response to an information request made under the Freedom of Information Act 2000.

Data protection

Data held on our grants management system is used for all of the following purposes: statistical reporting, application assessing, accounting purposes and for contacting you.

The details of your grant will be public information (see Openness and Accountability). However, any personal details will be held within our grants management system and our paper files, and accessed only by our staff; appointed auditors and individuals or organisations that may help us assess or monitor grants.

You have a right under the Data Protection Act 1998 to access the data held on you by Arts Council of Northern Ireland.

APPLYING ONLINE

Applications to the Young Musician's Platform Award will only be accepted online.

The online application system has been tested and is sending out relevant notification issues. We are, however, aware that some applicants to online grants programmes may experience issues such as the account holder not receiving links to reset passwords, not receiving notifications of when applications are edited and saved, nor when applications have been submitted. These issues relate to those account holders with email addresses from the following email providers – btinternet, yahoo and virgin – and customised email addresses.

The potential issues lie with those email providers and are beyond the control of Arts Council; if encountered they need to be addressed by the relevant email provider.

Should you be affected by a problem which cannot be resolved with an email provider, we would strongly recommend that accounts are set up using Gmail or Outlook email addresses. Where applicants may have previous accounts with other email addresses, we will be able to transfer historical information to new accounts if required.