



Craft Maker Awards: Dumfries and Galloway 2010/11

in partnership with Scottish Arts Council

GUIDELINES

Dumfries and Galloway Council and the Scottish Arts Council are running the Craft Maker Awards: Dumfries and Galloway Scheme for 2010/11, for individual makers living and working in Dumfries and Galloway. Makers are eligible to apply for awards towards the cost of creating new work or developing current work. Makers must be able to demonstrate a commitment to their work and to advancing their skills and ideas. This scheme is not open to visual artists who should consider the Visual Artist Awards: Dumfries and Galloway Scheme (please contact Colin Tennant, Visual Arts Development Officer).

Funds available

Individual awards between £250 and £1,500 are available, which will assist makers to develop and extend their own personal practice. Applicants are advised to request the appropriate amount required for the project, rather than automatically apply for the maximum grant available. The total budget available for the scheme running in 2010/11 is £6,000. The Awards Panel reserves the right to offer an amount different to that requested.

Applicants can apply for up to 90% of the total cost of their project. The applicant must fund 10% of the project funds. Successful applicants will receive 85% of the awarded grant on signed acceptance of their contract. The final 15% of the grant will only be paid upon completion and receipt of an Evaluation Form at the end of their project.

Deadline

There are 3 deadlines throughout 2010/11:

- 5pm, Monday 26 July 2010
- 5pm, Monday 27 September 2010*
- 5pm, Monday 29 November 2010*

* subject to remaining funds

Applicants will be notified of the outcome of their application no later than 4 weeks after the published deadlines.

Eligibility

Applicants can only apply for a grant for projects, which will begin 4 weeks after the published deadline they choose to submit an application to and be completed no later than 31 March 2011.

We particularly welcome applications from craftmakers who have graduated in the past 5 years or with a developed practice who wish to explore new areas of work or whose projects will benefit the creative community and profile of Dumfries and Galloway.

Eligible applications could include:

- Travel and subsistence costs to enable the attendance of a major conference or symposium
- Costs of preparing for an exhibition, which will significantly extend your practice (e.g. stand-build, packing, courier costs etc.)
- Research and development costs for a new project (e.g. exploring possible exhibition / installation opportunities, visiting another geographical area, conducting research, exploring collaboration with other makers)
- Advancing skills and developing new ideas (e.g. attending a masterclass)
- Purchase of equipment and time in the studio if a strong case is made for it being necessary to the context / delivery of the project
- Costs of documenting, promoting and marketing the project if a strong case is made for it being necessary to the context / purpose of the project

Projects that will not be eligible:

- Applications from those in full time education
- Applications to run community / education projects
- Projects requiring retrospective funds (i.e., those which have already started or have been planned to start before the notification deadline)
- Projects with unrelated or an emphasis on marketing and promotional activities
- Production of publications
- Additional funding sought from projects which have already received funding from other Scottish Arts Council funds
- Applications *cannot* be made simultaneously to this scheme and to the SAC's Creative Development or Start Up grants for the same project. It is however possible to apply subsequently to this scheme for a project which has been the subject of an unsuccessful application to the SAC.

Criteria

The quality of the applicant's work is of primary importance. Successful applicants will have demonstrated a level of commitment to developing their skills and ideas, with the desire to expand their own personal practice.

Applicants will be assessed against the following criteria:

- The quality of the applicant's work
- The level of professional practice demonstrated
- The expected impact of the project on the applicant's creative development
- Clarity of purpose behind the submission and the reasons given for applying for an award
- The quality of information and material supplied in support of the application
- The relationship of the proposal to current work

How to apply

- Applications can be submitted by post or electronically. If applying electronically please send all documents to Colin Tennant colin.tennant@dumgal.gov.uk.
- The application may be typed or handwritten (if handwritten, please write clearly in black ink using block capitals); if typed please aim to retain format of form.
- Applications must be submitted using the official Application Form and be returned by the stated deadline.
- Applications must be accompanied by an up to date CV and Artists' Statement.
- Applications must be accompanied by six images/videos depicting examples of work undertaken in the last eighteen months. Please ensure that all images

supplied are clearly labelled with your name, title of work and that the top of the image is clearly marked to ensure accurate viewing. Please ensure all images supplied in a digital format are supplied as follows: A4 (297mm x 210mm) in size, 300dpi, JPG format (JPG File extension (.jpg) is contained in the filename), filenames reference details supplied on the Image Submission Form and contain appropriate characters, and they can be opened on both PC and MACs. Applications will not be considered unless visual material is submitted and accompanied by the official Image Submission Form. Dumfries and Galloway Council and the Scottish Arts Council accept no responsibility for loss or damage to submitted material.

The Awards Panel

The Awards Panel will assess both Craft Maker Awards and Visual Artist Awards applications. Details have not been confirmed at time of going to print, but the Panel will consist of Rebecca Coggins, Principal Officer Arts & Museums Nithsdale and two invited arts professionals with knowledge of general and specific operational contexts of relevance to contemporary creative practitioners and the arts sector in Scotland and further a field. Please note the Craft Development Officer does not sit on the awards panel.

Contact

Should an applicant wish to discuss any aspect of submitting an application – *indeed this is recommended* - please contact at the earliest opportunity: Colin Tennant, Visual Arts Development Officer, Gracefield Arts Centre, 28 Edinburgh Road, Dumfries DG1 1JQ. T: 01387 262084, E: Colin.Tennant@dumgal.gov.uk *applications must be delivered by 5.00pm on the published deadlines*

Please note incomplete applications will not be accepted

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APPLICATION FORM

Please ensure that you have read the Guidelines carefully before completing the following Application Form.

Name:	_____
Address:	_____ _____
Daytime telephone no:	_____
Email:	_____

1. Please summarise in no more than 30 words the project that you are seeking support for, including any title, theme or concept.

2. Please describe in no more than 200 words how the project meets the purpose of the fund as described in the 'Criteria' detailed in the Guidelines. You should include how the award, if granted, will enable you to develop your own professional and creative practice.

3. Please list key dates or stages in the development of your project including an expected start date and an expected completion date, observing details of eligible dates provided in the Guidelines.

Start date:	Anticipated finish date:
(No earlier than 4 weeks after application deadline)	(No later than 31 March 2011)

4. Please provide a budget breakdown for your project, detailing the 90% grant requested, your 10% financial contribution (this must be in cash and not in kind) and any other sources of funding. If the cost exceeds £1,500, please include other sources of income and funding, showing which have been confirmed at time of application.

Total Cost of Project:
Grant request from Craft Maker Award Scheme (90%):
Own income (10%):
Other sources of income:

5. Please state if you have received any grants from Scottish Arts Council, or Dumfries and Galloway Council in the last three years.

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IMAGE SUBMISSION FORM

Please ensure that you have read the 'How to Apply' section of the Guidelines carefully before completing the following Image Submission Form.

Name: _____

Image Number	Title of Work	Year completed	Dimensions (cm)	Materials
1				
2				
3				
4				
5				
6				

All visual material will be returned if requested

Please note Dumfries and Galloway Council and the Scottish Arts Council accept no responsibility for loss or damage to submitted material

DECLARATION

I apply for financial assistance towards the cost of undertaking the project described in this application. To the best of my knowledge and belief, the information given is correct at the time of application.

Signed (type if submitting digitally): _____

Date: _____

Please submit your full application (please use the Checklist overleaf to ensure you are submitting a complete application) to: Colin Tennant, **Visual Arts Development Officer, Gracefield Arts Centre, 28 Edinburgh Road, Dumfries DG1 1JQ – colin.tennant@dumgal.gov.uk**

***All applications must be delivered by 5.00pm on the published deadlines
Please note incomplete applications will not be accepted***

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CHECKLIST

All applications must include all items listed below. Please use the checklist to ensure all required application information is supplied, as incomplete applications will not be considered. Only official forms will be accepted.

- | | | |
|----|--|--------------------------|
| 1. | APPLICATION FORM
<i>completed</i> | <input type="checkbox"/> |
| 2. | IMAGE SUBMISSION FORM | <input type="checkbox"/> |
| 3. | 6 IMAGES
<i>(please ensure you have read the Guidelines and are supplying images in your chosen format as required)</i> | <input type="checkbox"/> |
| 4. | CV
<i>(please ensure this is up to date and details your art education and an outline of previous projects, awards, exhibitions, commissions, publications, etc.)</i> | <input type="checkbox"/> |
| 5. | ARTIST'S STATEMENT
<i>Please give a concise statement about your current work which relates to your intended project</i> | <input type="checkbox"/> |
| 6. | SAE for return of images and additional material (optional) | <input type="checkbox"/> |

Please note Dumfries & Galloway Council and the Scottish Arts Council accept no responsibility for loss or damage to submitted material.