**Artist and Youth Work Residency Scheme**

**The Artist and Youth Work Residency Grant and Youth Arts Explorer Grant**

**Application Guidelines 2019/20**

**Applications are now invited to support innovative partnerships involving artists in residence in youth work settings and/or youth groups in residence in arts settings commencing in September 2019. The scheme is managed by the National Youth Council of Ireland on behalf of the Arts Council and the Department of Children and Youth Affairs.**

1. **About the scheme**

The Artist and Youth Work Residency Scheme is designed to promote innovative partnerships between youth groups, artists and (where relevant) arts organisations. A residency may take the form of an artist in residence in a youth work setting and/or a youth group in residence in an arts setting.

There are two strands to the artist and youth work residency scheme. Youth Arts Explorer and Artist and Youth Work Residency Scheme

***YOUTH ARTS EXPLORER (€1500)***

This grant is for projects, services and organisations who are beginning to explore introducing youth arts experiences to their youth work setting but are not yet sufficiently experienced/confident to develop or manage a larger scale residency project. The aim of the grant is to support an organisation to explore the introduction of arts practice to the youth service through a flexible approach. Potential activities could include to test an idea or concept, host introductory sessions, facilitate exploratory meetings between artist, young people and youth service or connecting the group to a local arts centre, cultural venue etc for a performance, workshop or exhibition (with a view to facilitating further partnership).

***ARTIST AND YOUTH WORK RESIDENCY SCHEME (€5000)***

The aim of the Artist and Youth Work Residency grant is to promote innovative partnerships between youth groups, artists and (where relevant) arts organisations. A residency may take the form of an artist in residence in a youth work setting and/or a youth group in residence in an arts setting.

This grant is intended to support residency programmes that have been jointly developed by the partners involved (i.e. the artist, youth group and any other key partner organisation) and that fully meet the criteria for the award.

**1.1 Glossary of terms**

For the purposes of this award;

A **residency** is a programme of regular artistic engagement over a fixed period of time, which involves meaningful collaboration between the host organisation or ‘setting’ and the resident artist or group.

**Young people** should be aged 10-24 and should be engaged with a youth group or youth work setting that will continue to provide relevant opportunities for its members after the residency.

An **artist** is an individual professional artist, curator or practitioner who works in a creative capacity in any artform where the individual’s primary focus is a high-quality artistic engagement or experience.

A **youth worker** may be a paid or voluntary person who is engaged in a youth work organisation to deliver programmes of youth work. *(Please note an individual may identify as both an artist and a youth worker. The application should make clear the roles key individuals will play in relation to the proposed project.)*

An **arts setting** may include a performing or multi-disciplinary arts venue or gallery; an arts organisation where works of art are developed or produced; or a festival that brings together a number of organisations/physical locations under one banner.

**Arts** means any creative or interpretative expression (whether traditional or contemporary) in whatever form, and includes, in particular, visual arts, theatre, literature, music, dance, opera, film, circus and architecture, and includes any medium when used for those purposes.

**Youth work** in this context is understood to mean a planned systematic non-formal educational process which assists and enhances the personal and social development of young people and which is complementary to formal school education.

A **youth group** or youth work setting may include a national youth organisation, a regional or locally based youth project or youth group which is supported by paid or voluntary youth workers. The youth group may be independent or may be affiliated to a larger youth organisation.

**1.2 Aim and objectives of the Artist and Youth Work Residency and Youth Arts Explorer grants**

**In addition to the aims outlined above, the key objectives** are to:

* Support collaborative artistic activities which are meaningful for all of the individuals involved. Each residency should be collaboratively developed with young people playing a central role in shaping the residency throughout.
* Inspire new ways of working and thinking that promote best practice in youth arts and provide both the host organisation and the resident artist or group with new insights.
* Build the capacity of the individuals and organisations involved to work in partnership on youth arts projects.
* Support residencies in settings where young people will have continued opportunities to engage with youth arts or youth work following the residency.
* Support a diverse range of residencies – involving a range of art forms, youth groups, and geographic regions.

**2. Funding, Criteria and Duration**

**2.1 What funding is available?**

Depending on the grant you are applying for you may apply for up to the following:

* **Youth Arts Explorer Grant up to €1500**
* This grant is for projects, services and organisations who are beginning to explore introducing youth arts experiences to their youth work setting but are not yet sufficiently experienced/confident to develop or manage a larger scale residency project.**Artist and Youth work in residency scheme up to €5000**

If a proposal for a residency programme has been jointly developed and is ready to be implemented, a full proposal may be made for an amount of up to €5000.

Both grants are to include appropriate fees for artists and where relevant materials, administration and travel costs. Applicant organisations are expected to contribute resources to the project whether in cash or in kind.

Please note there are two separate application forms when applying for either grant. The name of the relevant grant is indicated on the top of the form.

An organisation can only apply for one the above grants in a grant cycle.

NYCI can advise applicants on potential arts or youth work partners to work with in your area if necessary and the application provides a section where you can indicate what supports from NYCI might be useful.

You should complete a detailed budget including the amount of funding requested; other sources of income; and itemised expenditure in section 3 of the application form.

NYCI can advise applicants on other potential sources of funding, if required.

**2.2 Criteria for Assessment**

Applications for both strands should demonstrate a clear fit with the aim and objectives as outlined in Section 1 above as well as the following:

**Good youth work and youth arts practice including:**

* safeguarding arrangements for children and young people
* Evidence that the project is young person centred with clear opportunities for young people to influence the design of the programme, and to evaluate its success.
* clear aims and objectives, including artistic aims
* clarity that the activities support the personal, artistic and social development of young people
* clear plans regarding how the residency will be monitored and evaluated and how the learning will be sustained
* An inclusive ethos with opportunities for all young people to participate
* Skilled leaders: The artist or arts organisation must bring the skills and experience to lead a high-quality engagement with the arts, and youth workers must have the skills and experience to develop and lead youth work projects.

**Feasibility including the following elements:**

* A clear budget for the project, including income in cash or in kind
* Appropriate provision for artists’ fees
* The demonstrated support of the host organisation and key partners
* Availability of the appropriate facilities and equipment
* Administrative support for the project

**2.3 Terms and Conditions:**

* For the Artist and Youth Work Residency grant- The group which will undertake the project must already be established and have been together for at least 12 months (This stipulation will not apply if you are applying for a Youth Arts Explorer Grant).
* Organisations from the Republic of Ireland are only eligible for the funding.
* There should be a minimum of 10 young people in the group.
* The application should be made by the host/partner organisation (with the support of the identified or proposed artist). They must also abide to word count restrictions and provide accurate information.
* Application forms must be sent as a word document and keep within word count allocated- these are stated after each question.
* Support materials are to be attached to email and can be sent in PDF format. There are now limits on the amount of attachments you can submit. See table below

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| CHILD SAFEGUARDING STATEMENT INCLUDED?  | 1-2 pages max |
| ARTIST(S) CV(S) INCLUDED?  | 2-3 pages max per CV  |
| LETTER OF SUPPORT INCLUDED? (IF REQUIRED- PLEASE REFER TO GUIDELINES) | 1-2 pages max |
| ADDITIONAL SUPPORT MATERIAL INCLUDED? (PLEASE REFER TO GUIDELINES) | 2 pages max |
| OPTIONAL VIDEO LINK- SUPPORT MATERIAL INCLUDED?  | Link to be filled in section 4 table  |

IF YOU ARE AWARDED FUNDING, it will be a condition of that funding that you agree to:

* Participate in support workshops and meetings offered by NYCI
* Communicate with NYCI about the residency (via the 3 monitoring and evaluation surveys referenced below), and/or to notify us of any significant changes or issues in the project, and/or upon reasonable notice in response to a specific request from NYCI.
* Provide NYCI with your tax number (for organisations) or PPS number (for individuals) and send us your Tax clearance certificate (if required).
* Undertake the project in compliance with your organisation’s Child Welfare Policy/ Safeguarding Statement and legislation.
* Undertake the project with regard to NYCI’s Guidelines on Working Safely in a Youth Club.
* Include a copy of your Child safeguarding Statement.
* Abide by the guidelines/checklist for working with artists which we will provide.
* Provide income/expenditure breakdown after the project and include this with your final drawdown invoice and report.
* Return your grant or remaining funds to NYCI if your project can’t happen or can’t be completed.
* Include NYCI, Arts Council and Department of Children and Youth Affairs logos on all promotional material relating to the project and name the funders in any media coverage of the project.
* Complete the project and associated funding drawdowns by **April 2020**

The Arts Team at NYCI can assist and advise applicants regarding the guidelines and criteria for this scheme.

Please note that due to the competitive nature of the scheme, eligibility and compliance with application procedures alone do not guarantee receipt of an award.

**2.4 Duration**

The residency may last from six weeks (minimum) to six months (maximum). Projects which last nearer the minimum duration may demand a greater frequency of contact between the artist and the group to deliver on the aims of the project.

Successful applicants for both grants will be required to attend a training day Tuesday 13th August 2019. This date may be subject to change however successful applications will be notified on the rewarding of their grant.

**3**. **Making an application**

**3.1 Who can apply?**

The artist and youth work residency is open to youth organisations, or a consortium of such youth organisations, whether locally based independent groups or groups affiliated to larger youth organisations within the Republic of Ireland.

Applications will also be considered from arts organisations proposing to work in partnership with a local youth group to provide a meaningful artistic experience for young people.

Please note that any grant offered will only be paid into a bank account held in the name of the applicant. If a grant is offered, the applicant will be required to accept the terms and conditions of that grant.

**3.2 Application procedure**

All applications must be made on the official application form and signed by the applicant. The application form must be submitted along with the accompanying information detailed in 3.3 below.

**The deadline for receipt of application forms is** **2pm on 28th of June 2019.**

Applications will **not** be accepted after the deadline. No extensions provided.

**3.3 Accompanying Information**

The following enclosures **must** accompany your application:

* Details of safeguarding/child protection statement and procedures which will apply to this residency
* A letter of support from any key partners associated with the proposal. The letter should confirm the role of the partner in developing the proposal to date and the manner in which they will support the implementation of the residency should funding be awarded. The letter should be scanned and attached to application/ email.
* CV of the artist and any other key individuals whose experience is integral to the proposal. The CV (s) should be attached to application/ email.

Examples of the artist’s work to date and/or examples of the youth group’s activities or work to date (e.g. sound files, images, video documentation). This is limited to 2 pages and/or 1 web/ video link. These should be included on application or in email.

Completed applications should be e-mailed to: saoirse@nyci.ie (with Artist and Youth Work Residency Youth Arts Explorer in the subject field)

**4. Selection Process**

**4.1 Assessment of proposals**

An independent panel comprised of experienced youth workers, young people and youth arts practitioners and/or administrators with youth arts experience will select applicants to be awarded grants. NYCI Arts Programme will chair this panel.

Each application will be assessed against the guidelines and criteria for this award, including meeting the objectives of the artist and youth work residency scheme; evidence of good youth work and youth arts practice; and the feasibility of your proposal.

The panel will examine and discuss all material submitted by applicants in order to reach their decision.

If you apply for Strand 2 (full residency) but the selection committee determines that the proposal is better suited to Strand 1, the proposal may be considered in the first instance for Strand 1 support.

* 1. **Notification of Decision**

Successful applicants will be notified by email. Residencies may begin after the training date of August 13th 2019. Successful and unsuccessful applicants may request feedback on their application and the assessment process.

**5. Follow up**

**5.1** Training

Successful applicants (Strand 1 and Strand 2) will be required to attend a training day on 13th August 2019. This date may be subject to change however successful applications will be notified on the rewarding of their grant.

**5.2 Documentation**

Residencies must be fully documented. This should consist of 3 completed online surveys provided by NYCI with photographs taken at different stages throughout the process. The residency should be further documented where possible, for example using audio, video or film recordings.

**5.3 Evaluation**

NYCI will provide an online evaluation tool to help organisations evaluate their project. Evaluation and reporting will be through this online tool. This report should honestly reflect the experiences of the artist, the young people and the partner organisations involved. Evaluation should take place throughout the residency, and should include opportunities for young people to provide input and feedback at all stages.

 