



Comhairle Cathrach
& Contae Luimnigh
Limerick City
& County Council



LIMERICK THEATRE BURSARIES AUTUMN 2020

In partnership with the Lime Tree Theatre | Belltable

Funded by Limerick City & County Council

Timeline

CLOSING DATE FOR APPLICATIONS: 9am, Monday, November 2nd 2020

1. Introduction

In 2020 the Lime Tree Theatre | Belltable and Limerick Culture and Arts Office are delighted to work in partnership to bring the Limerick Theatre Bursaries, Limerick City and County Council, to theatre practitioners in Limerick in a new format. This provides an enhanced support to the sector, as a response to COVID-19.

Limerick Theatre Bursaries of up to €5,000 each (3 Awards Available)

Successful applicants will receive:

- Access to the Belltable studio space for one to two weeks, with limited additional access to the main stage, if required
- Technical and administration support
- A bursary of up to €5,000 to support the development of work.

2. Purpose of the Award

Are you a theatre practitioner living and/or working in Limerick? Are you keen to start making work again? Do you have an idea that you want to explore and develop?

Or do you just need time and space to work on an idea? This scheme is for you.

Bursaries are a maximum of €5,000 each. A total budget of €15,000 is available in the grant scheme. Projects must begin before the end of 2020.

3. Eligibility

Applicants, (professional artists) must be based in Limerick City and County Council's administrative area, or operate substantially within Limerick City and County and are able to demonstrate this. It is open to artists at all stages in their professional careers.

4. Assessment Process

This is a competitive scheme. Upon final submission of your application, you will receive an email confirmation to this effect. Your application will be initially categorised and summarised by the Lime Tree Theatre | Belltable. Any applications that clearly fall outside the eligibility guidelines and criteria will be eliminated at this point. Applications will then be assessed by an independent Assessment

Panel. The recommendations from the panel for these awards will be put to Limerick City and County Council for approval.

Applicants will be contacted in writing and notified of the outcome of their application. Feedback from the panel will be available on request.

Successful applicants will receive in writing a Letter of Offer, which will outline the specific terms of the grant offer. Unsuccessful applications will receive notice of the outcome of their application by post. Those awarded funding will have their name, along with the sum awarded published on Limerick.ie and on the Belltable website.

5. Criteria for assessment and marking scheme

Applications are assessed in a competitive context and with consideration of the proposal. Therefore not all applicants may be successful. All applications are assessed against criteria of:

Criterion	Maximum Marks Available
1. Quality and ambition of the proposal	70
2. Timeline	15
3. Feasibility and Budget	15
Total	100

6. Proposal

- a. A description of your project or plan
- b. A budget
- c. If you are working with a dramaturg, mentor or fellow artist(s), please provide this information
- d. Your track record – previous examples of your work in theatre
- e. The long-term vision for the work, particularly if it is at an early stage of development
- f. Proposed timetable

Please limit your statement to approx. 500 words

7. Technical requirements

- a. All emailed documents including images and files may be submitted at a **maximum of 3 MB each** and a **maximum of 18MB in total**.
- b. Acceptable document formats are: .doc, .pdf and .jpg
- c. For video and sound files, include links to online content only, in a word document. Please remember to include passwords for password protected content.

The Lime Tree Theatre|Belltable will not take responsibility for applications undelivered due to non-compliance with the technical requirements listed above.

Applications are accepted via email to: louise@limetreetheatre.ie or belltable@limetreetheatre.ie

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No late applications will be accepted.

8. Terms and Conditions of the Award

- Applicants must be based in Limerick, or operate substantially within Limerick City and County and be able to demonstrate this.
- Payment of a grant shall be in respect of a specific project/activity and not towards the payment of former debts.
- Applicants must be prepared to furnish further particulars or information to the Lime Tree Theatre|Belltable if requested.
- The grant will be payable in two instalments, to dates to be agreed with successful candidates prior to commencement of the bursaries
- Please note the only method of payment of the grants will be by Electronic Funds Transfer
- Any successful applicants for whom it becomes necessary to reschedule the activity to another date within the approved timeframe, or who need to change the planned activity in any significant manner, should contact the Lime Tree Theatre|Belltable with this proposal.
- All creative rights remain with the applicant.
- Successful applicants will be required to document their project and return a post-project report upon the completion of their project. The post-project report form will be provided to all successful applicants.
- Specific conditions may be attached to the funding, which will be outlined in the letter of offer.
- Lime Tree Theatre|Belltable requires any organisation whose activities involve children, vulnerable adults or animals to be in position to submit a copy of their current relevant protection policy. If your proposal involves working with children or young people under eighteen years of age or presenting work to this age group, you must be in a position to provide a copy of your Child Welfare and Protection Policy and Procedures. You must ensure that your policy and procedures have been developed with reference to Children First: National Guidance for the Protection and Welfare of Children, and are consistent with the principles stated therein. Please see www.tusla.ie for more information.
- A list of successful applicants will be published on www.limerick.ie and Belltable website.

9. Privacy (General Data Protection Regulation G.D.P.R.)

Any personal information you give us will be processed, stored and managed in strict accordance with General Data Protection Regulations.

The purpose for processing your data is to process your application for a Theatre Bursary Autumn 2020 in line with the criteria of this award. The information you provide will be assessed by a panel. Your information will be retained for five years if you are granted an award and for one year if not granted an award. If you do not furnish the personal data requested, Limerick City and County Council will not be able to process your application.

You have the following rights, in certain circumstances and subject to applicable exemptions, in relation to your personal data:

- the right to access the personal data that we hold about you, together with other information about our processing of that personal data
- the right to require us to rectify any inaccuracies in your personal data
- the right to require us to erasure your personal data
- the right to request that we no longer process your personal data for particular purposes
- the right to object to our use of your personal data or the way in which we process it

Please note that to help protect your privacy; we take steps to verify your identity before granting access to personal data.

If you would like to exercise any of these rights, please submit a request to our Data Protection Officer outlining the specific details of the request: Email: dataprotectionofficer@limerick.ie
All valid requests will be processed without undue delay and in any event within one month of receipt of the request. This period may be extended by up to two further months where necessary.

If you are in receipt of Pandemic Unemployment Payment, Job Seekers Benefit or Allowance – you may need to temporarily stop the payment while working on this bursary, please contact your tax advisor or the social services for advice.

The Lime Tree Theatre|Belltable is supported by The Arts Council / An Chomhairle Ealaíon, Limerick Culture and Arts Office, Limerick City and County Council and Mary Immaculate College.

