



OPEN CALL
Meitheal Summer School 2023
Bursary Award Guidelines
REF: BURS23Meith

Meitheal 2023 will run from 17th – 21st July
Enrolment closed 24th March

1. Timeline

CLOSING DATE FOR APPLICATIONS: 12pm, Wednesday 24th May 2023

2. Introduction

Limerick Arts Office, Limerick City and County Council, is offering one bursary to attend **Meitheal Summer School**. The bursary will cover 5 days residential stay, meals and tuition (lectures, workshops etc.), to the value of the Meitheal fee of €770. The purpose of these bursaries are to support professional development.

Meitheal Summer School allows students the opportunity to train with leading professionals during a residential summer course. During the week, students also attend concerts given by tutors and other artistes and various workshops and presentations finishing with a Finale Concert. All meals are supplied on campus.

Students live and breathe music for a week under expert guidance.

Open to young Musicians, aged 13 or over on Jan 1st 2023.

For further details on the Meitheal Summer School 2023 programme, please see:

<https://tradweek.com/>

3. Eligibility

- The Award will only be offered to applicants who have applied through Meitheal and who have been accepted to participate on the Meitheal programme.
- Applicants must be resident in the Limerick City and County Council administrative area and be able to demonstrate this, and must not be in receipt of a bursary towards this event from any other Local Authority.
- Applicants must be aged 13 or over on Jan 1st 2023.
- Applicants under the age of 18 years must ensure a parent/guardian signs the application.
- Awards will only be offered to applicants who have achieved intermediate proficiency in their chosen instrument/s.

4. Assessment

This is a competitive scheme. Upon receipt of your application, we will send an acknowledgement email to confirm that we received it. If you do not receive an email within 1 working day (Monday-Friday) please get in touch with us on 061 556370, line is open Monday to Friday, 9am - 5pm.

Your application will be initially categorised by the Limerick Arts Office. Any applications that clearly fall outside the eligibility guidelines and criteria will be eliminated at this point. Applications will then be assessed by an Assessment Panel appointed by Limerick City and County Council.

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.

Grant aid is awarded according to the Limerick Cultural Strategy: A Framework 2016-2030 and The Arts Council Making Great Art Work: Strategy 2016-2025.

5. Criteria for assessment and marking scheme

Applications are assessed in a competitive context and with consideration of the application form and the supporting material submitted. All applications are assessed against criteria of:

Criteria	Marks	Basis for assessment
A. Overall quality of the proposal	15	Application form and supporting material
B. Impact: Providing professional development (30 marks total) <ul style="list-style-type: none">The significance of the proposal to the musical development of the applicantPromoting the highest standards in creativity and excellence	15 15	Application form: Section 2 Question 2
C. Applicants track record and relevant experience The potential of the applicant demonstrated through the application form and recording	40	Application form: Section 3 Supporting material: Recording
D. Demonstrable need	15	Application form: Section 4
Total	100	

What supporting materials must you submit with your application?

Please submit a sound file of yourself playing a reel on your primary instrument.

For sound files, include links to online content only, in a word document. Please remember to include passwords for password protected content.

6. Guidelines for completing the application

- Read the Guidelines thoroughly. By reading and understanding the Guidelines, you give yourself the best chance of being funded.
- Read all questions thoroughly before you answer them. Keep your answers clear, concise and to the point. Avoid repetition.
- Each section and requested supporting material items are related to specific marking criteria, make sure that you provide members of the assessment panel with relevant information that will allow them to evaluate your proposal and assign marks for each section.
- Do not assume the members of the assessment panel will know you or your work – make sure that in the application form and in the supporting material, you clearly communicate all important information. It is a good idea to ask someone to read through your application and help identify any pieces of information that need clarification.
- Remember that your application is assessed on the basis of all information supplied within a competitive context of many other applications.
- Ensure that you enclose all requested documentation.

For any queries on submitting your bursary application to Limerick Arts Office please contact us:
Phone: 061 556370 Email: artsoffice@limerick.ie

7. Submitting your application

Technical Requirements:

- 1) E-mailed images and files may be submitted at a **maximum of 3 MB each** and a **maximum of 18MB in total.**
- 2) Acceptable document formats are: .doc, .pdf and .jpg
- 3) For video and sound files, include links to online content only, in a word document. Please remember to include passwords for password protected content.
- 4) Please, note that LCCC IT systems are not compatible with files specific to Apple MAC.

Limerick City and County Council will not take responsibility for emailed applications undelivered due to non-compliance with the technical requirements listed above.

Applications are accepted by e-mail. Return completed applications and supporting documentation by email to:

artsofficesubmissions@limerick.ie

Please include the following reference in the e-mail subject line:

BURS22Meith Applicant's Name

CLOSING DATE FOR APPLICATIONS: 12pm, Wednesday 24th May 2022

Limerick Arts Office phone number: 061 556370 (line open Mon – Fri, 9am-5pm).

YOUR APPLICATION WILL BE INVALID IF YOU DO NOT:

- **Submit a fully completed application form;**
- **Submit all requested documentation with your application form;**
- **Submit your application by the deadline of 12pm, Wednesday 24th May 2023**

Appendix 1.

Terms and Conditions of the Award

- Applicants must already be enrolled for Meitheal Summer School 2023.
- This is a residential bursary; all travel needs are the responsibility of the successful applicant
- The bursary will be paid directly to Meitheal Summer School. If the successful applicant has already paid the fees, Meitheal will refund the same upon notification.
- Successful candidates will be asked to provide a written report to the Limerick Arts Office on completion of the project.

Appendix 2

1. Freedom of Information Statement:

Limerick City and County Council is covered by Freedom of Information Act 2014, which provides members of the public with the rights to access information held by public bodies to the greatest extent possible, consistent with the public interest and right to privacy. This means that details contained in applications and supporting documents may, on request, be released to third parties.

2. 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 Meitheal Summer School in line with the criteria of this award. The information you provide will be assessed by an Assessment Panel. Your information will be retained in accordance with Limerick City and Council's General Data Protection Policy and Limerick City and County Council's implementation of the National Retention Policy. 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.

Appendix 3.

Acknowledgment of Funding

Limerick City and County Council is proud to support and be associated with high quality work produced by creative practitioners and communities based in Limerick. Logos will be provided to successful applicants to be included on all print and online material, including websites, apps, videos, blogs, posters, brochures, invitations and advertisements associated with the project being funded. Limerick City and County Council, and Limerick Arts Office have a large following on our social media channels i.e. Facebook and Twitter. Please, forward or tag us in any posts you would like us to share on social media, remembering to include an image.

Why we want you to acknowledge our funding

- Acknowledgement ensures awareness of how public money is spent.
- By using the logos and recognising the funding, you let people know that Limerick City and County Council have supported your work and recognised your excellence, and that you are part of a movement that values arts and creativity, cares for its community and encourages interest, ownership and engagement in culture.
- Acknowledgement supports us by showing the breadth of artistic and cultural projects being undertaken across Limerick each year.
- Acknowledgement means that we can highlight and promote your work, further increase cultural awareness, build the sector and strengthen our case for future funding.
- By acknowledging Limerick City and County Council funding, you are helping to improve public understanding of how we all work together to develop high quality artistic projects and build capacity of Limerick's creative sector.