



**LIMERICK CITY & COUNTY COUNCIL/  
COMHAIRLE CATHRACH & CONTAE LUIMNIGH  
OPEN CALL**

**Artist in Residence**

**Limerick Museum**

**Introduction**

Limerick City and County Council Arts Office and Limerick Museum invite applications from artists from any form of arts practice or interdisciplinary arts practice for this short term temporary residency.

Limerick City and County Council will facilitate an Artist in Residence in the Limerick Museum where the Artist(s) (any discipline) will create a new work, in response to the Museum Collection.

The Artist will be given freedom to respond to the museum collection and archives. The Artist will be selected by a panel of museum and arts specialists.

The selected artist will be invited to engage with the museum collection and archives, including collections in storage and not on view to the public, to create their work. Museum staff will support the artist to spend time engaging with the history and work of the Museum and will support the successful applicant to publicly present the resulting work and retaining it on display.

This residency is being funded under the Limerick Arts Office, through the Limerick City and County Council and Arts Council Partnership programme.

**Eligibility**

Eligible artists/disciplines include: visual artists, multi-disciplinary artists, writers, poets, musicians, composers, theatre practitioners.

We welcome applications from individual artists who:

- Have a strong track record of producing site-specific work



- Have a track record of producing work that broadly relates to heritage, history and landscape subjects
- Are interested in the intersections of place and public engagement
- Can produce a compelling, creative response through drawing, making, spatial intervention, sound, film, writing and/or other media
- Have a track record of working collaboratively with communities of interest or of place

### Artist Fee

- Artist/Creative Fee: €5,000 (inclusive of VAT, materials, travel and accommodation)

### Key Dates

- Deadline to apply: 3 July 2026
- Residency period: 1 September to 31 October 2026
- Final presentation/output: 31 October/30 November 2026

Limerick Museum and Limerick Arts Office invites artists of any discipline to apply to our Artist in Residence programme.

### Duration

6 weeks, within the period 1 September to 31 October 2026 exact dates to be arranged in between the awarded artist and the museum.

Limerick Museum will provide access to work space; expert guidance and mentorship on the history, artifacts and collections; opportunities to publicly present work; a fee and materials budget.

The artists will produce new work through engaging with the Museum collections; to engage with staff to learn about and sensitively respond to their chosen theme/ topic.

To work with Limerick Museum to publicly present the outcomes of the residency; work in line with best practice and Child Protection, Data Protection, and Health and Safety policies and ensure compliance with all financial, contractual, legal procedures.



Applicants must be available to be in Limerick Museum for the duration of the residency for 6 weeks (within the period 1 September to 31 October 2026).

### Application Process

**To apply:** please send the following along with your artist statement and a PDF of no more than 10 images or media links to [artsofficesubmissions@limerick.ie](mailto:artsofficesubmissions@limerick.ie)

- Artist CV/bio
- 5 samples of work)
- 500 words (max) proposal outlining what you would like to develop and achieve during the residency. What might you want to produce as part of a final output?
- A provisional timeline for the proposed activities
- Budget: we have €5,000 to support this work in its entirety. Please outline how you plan to allocate this across artist fee, materials, travel, production, and presentation, to reflect the full scope of the project. (no more than 1 x A4 page).

**Closing date for applications is no later than 12noon on Friday 3rd July 2026.**

Late applications will not be accepted. Please read the guidelines carefully. Applications will be assessed by a panel representing all project partners. The decision of the project partners is final.

### Technical requirements

- a. All documents including images and files may be submitted at a maximum of 3 MB each and a maximum of 18MB in total for all docs including the application.
- b. Acceptable document formats are: .doc, .pdf and .jpg
- c. Invalid file formats may not be included in the assessment of your application.
- d. For video and sound files, include links to online content only, in a word document.
- e. Please note that **LCCC IT systems are not compatible with file formats specific to Apple MAC**. Please see acceptable file formats above.
- f. When submitting your application you will receive an automatic confirmation email to the email address you have registered your application with. We advise that if you do not receive this confirmation within a day of sending please contact the Limerick Arts Office by phone on **061 556370** (line open Mon-Fri, 9am – 5pm) to ensure that your application has been received.



By applying to this open call you agree to be bound to the Standard Terms and Conditions which will apply to any contract awarded to you should you be successful in your application.

Please direct any further queries on your application to [artsofficesubmissions@limerick.ie](mailto:artsofficesubmissions@limerick.ie)

*Limerick Museum Artist In Residence project is supported by the Department of Tourism, Culture, Arts, Gaeltacht, Sport and Media and Limerick City and County Council.*

## Appendix 1

### 1. Terms and Conditions of the Award

#### Who is the applicant?

The applicant is the person or organisation whose name is given on the application form.

Any grant offered will only be paid into a bank account held in the name of the applicant.

Please ensure that on the application form you give your full name, as given on your legal documents and bank statements. All documentation provided as part of the assessment process and, if successful, as part of grant processing must be in the name of the applicant; this includes bank and tax details.

- Applicants must be based in Limerick, or operate substantially within Limerick City and County and be able to demonstrate this in their application.
- 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 Limerick City and County Council if requested.
- The recipients must follow the procedure, as confirmed in writing to them, regarding drawing down the grant and the Acknowledgement of Funding requirements. A grant may be withheld if the above is not adhered to.
- Funding must be drawn down by Friday 7<sup>th</sup> November 2025. Failure to draw down the funding will result in the grant award not being allocated to you.
- Please note the only method of payment of the grants will be by Electronic Funds Transfer. To draw down funding, successful candidates will have to provide bank details and/or a Tax Clearance Certificate or a PPS number.
- The grantor should be satisfied that the accounting system and organisational arrangements of the grantee are adequate, taking account of the level of the grant payment, to ensure proper administration of the money.
- 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 Limerick Arts Office **immediately**



with this proposal. Activities that cannot be rescheduled in the approved timeframe will not be entitled to draw down funding.

- Should you be successful in securing funding for the same proposal from more than one of the available Limerick Arts Office funding streams, you will be eligible to hold only one of those awards.
- Successful applicants will be required to send to Limerick Arts Office any promotional materials related to the funded project. Limerick City and County Council reserve the right to publicize the project through our promotional channels. All creative rights remain with the applicant.
- Successful applicants will be required to document their project and return a post event report upon the completion of their project. The post-project report form will be provided to successful applicants.
- Specific conditions may be attached to the funding, which will be outlined in the letter of offer.
- Please note that Limerick City and County Council is required to act in accordance with The Department of Public Expenditure and Reform Circular 13/2014 and the Statement of Principles for Grantees.
- Limerick City and County Council reserves the right to terminate grant aid if statutory or criminal negligence is involved.
- A list of successful applicants will be published on [www.limerick.ie](http://www.limerick.ie).

## Appendix 2

### 2. 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.

### 3. 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 Grants Under the Arts Act Award 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 council policy and 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 erase 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](mailto: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**

#### **4. Acknowledgment of Funding**

Once you have been notified that you have been successful in receiving funding, you must ensure that the Department of Tourism, Culture, Arts Gaeltacht, Sport and Media and Limerick City and County Council is acknowledged as funders of your event and promoted. Appropriate credits, logos, and guidelines to support this will be provided to the awarded artists.