OPEN CALL

Limerick Theatre Bursaries 2027

GUIDELINES

REF: LTB2027

Timeline

Call Out Announcement: Wednesday, 4th November 2026
Closing Date for Applications: 5pm Wednesday, 2nd December 2026

Introduction

Limerick City and County Council is pleased to announce an open call for the Limerick Theatre Bursary Awards Scheme.

Three Bursaries of **up to €5,000** each are available, funded by Limerick City and County Council.

Purpose

This scheme is in line with the Arts Council Making Great Art Work Strategy, Limerick Culture and Creativity Strategy 2023-2027, Mayoral Programme, More for Limerick 2024-2029, and Limerick Cultural Strategy – A Framework 2016 – 2030, aims and objectives 1, 3, 4 and 6:

- To grow Limerick's cultural capacity by retaining and attracting creative practitioners to live and work in Limerick.
- To support and grow innovative and creative collectives in Limerick.
- To foster multiple examples of imagination, innovation and integration in Limerick and to use creative approaches to help citizens and visitors re-imagine Limerick.
- To engage citizens through involvement in culture.

The objectives of the award are to:

- **Recognise** the need to support the making and development of creative work, as well as the presenting of this work, in Limerick and the mid-west.
- **Give** theatre practitioners the time, and financial ability to work creatively, and develop their ideas.
- **Encourage** development of high-quality new work in our city and county.
- **Promote** the regional and national interest in Limerick as a theatre hub.
- **Develop** work within the regional with a national outlook.

Funding for the Limerick Theatre Bursaries is for the period up until

31st December 2027.

Eligibility

Applicants must:

- Be a professional artist based in or operating substantially within Limerick City and County.
- The award is open to artists at all stages of their professional careers.

The applicant is the person 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.

Ineligible Costs

- Non-artistic activities (e.g., sport, tourism).
- Activities or costs that do not fit the purpose of the award.
- Operational costs; insurance, loans/deficits of any groups/organizations.
- Alcohol, fines, legal fees.
- Not eligible if in full-time undergraduate or postgraduate education during the bursary period and academic activities that do not form part of the development of a professional arts practice.

Assessment Process

This is a competitive scheme.

- Applicants will receive email confirmation upon submission.
- The Arts Office will initially review and categorise applications as eligible or ineligible.
- Eligible applications will be assessed by Panel appointed by Limerick City and County Council.
- Applicants will be notified in writing of the outcome with feedback available upon request.
- Successful applicants will receive a Letter of Offer outlining specific licence terms.

Assessment Criteria (1000 Marks Total)

Criteria	Marks
A. Overall quality and ambition of the proposal The assessment focuses on the nature of cultural activity, the calibre, and ambition as outlined on the application form and in the supporting documents, including Impact: • Providing professional development. • Promoting the highest standards in creativity and excellence.	**500**
B. Applicant's track record and relevant experience The potential of the artist(s) or applicant(s) demonstrated through the application form, CVs and other materials submitted.	**250**
C. Feasibility The assessment of feasibility considers the extent to which the applicant demonstrates capacity to deliver the proposed activity within the time period indicated. This includes consideration of: • Details of the expenditure, income and amount-requested provided in the application form. • Details of the time frame indicated.	**250**

Total	**1000**

The Assessment Panel, at their discretion, may re-direct any applications to another appropriate Limerick City and County Council award for recommendation, should it be deemed beneficial to the applicant to so do.

How to Apply

Applicants should submit the application form, with the following information:

- A description of their proposal, of no more than 500 words.
- CV,s (with permission).
- Proposed timeline – Projects must commence in 2027.
- Proposed budget.

Application Guidelines

- Read all guidelines and questions thoroughly before completing the form.
- Ensure each section and supporting material aligns with the marking criteria.
- Be clear, concise, and avoid repetition.
- Do not assume assessors are familiar with your work—clearly explain your proposal.
- Ask someone to review your application for clarity.
- Submit all required documentation by the deadline.

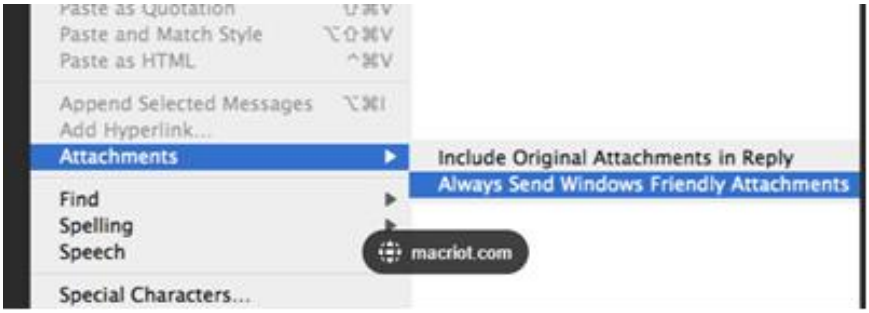
Technical Requirements

- Max file size: 3MB per file and a maximum of18MB in total.
- Accepted formats: .doc, .pdf, .jpg.
- Video/audio: provide links in a Word document (include passwords if needed).

- Apple-specific formats are not supported by Limerick City and County Council IT systems, but you can follow the following to submit from Apple MAC;

MAC files get blocked because they have attached a HTML file, html files are blocked because they are often used to distribute malware, please remove the html files and then the emails will come through.

MAC users must have "Always send windows friendly attachments" selected.



Limerick Arts Office, Limerick City and County Council is not responsible for undelivered applications due to non-compliance the technical requirements listed above.

Submission Instructions

- **Limerickarts.submit.com**
- **Deadline**: 5pm Wednesday, 2nd December 2026
- **Late applications will not be accepted**

Contact

- Phone: 061 556370 (Mon–Fri, 9am–5pm)
- Email: artsofficesubmissions@limerick.ie

YOUR APPLICATION WILL NOT BE VALID IF YOU DO NOT:

- Submit a fully completed application form;
- Submit all requested documentation with your application form;
- Submit your application by the deadline.

Appendix 1 – Acknowledgement of Funding

Successful applicants must acknowledge Limerick City and County Council in all promotional materials. Logos will be provided for use on websites, social media, posters, brochures, etc.

Why Acknowledge Funding?

- Promotes transparency and awareness in public funding.
- Highlights the breadth of cultural activity in Limerick.
- Strengthens future funding opportunities.
- Encourages public engagement with the arts.

Appendix 1 - Terms and Conditions of the Award

- Applicants must be based in or operate substantially within Limerick City and County.
- Grants are for specific projects/activities, not for settling past debts.
- Should you be successful in securing both the Strategic Fund Scheme for Arts and Culture and the Limerick Theatre Bursary awards for the same project, you will be eligible to hold only one of those awards. Only one bursary application is allowed per calendar year.
- If requested, applicants must be prepared to furnish further information.
- Grants over €1,000 are paid in two instalments: 80% upfront, 20% after submitting a project report.
- Funds must be drawn down by Friday, 5th November 2027.
- Payment is via Electronic Funds Transfer; bank details and tax documentation are required.
- Adequate accounting and organizational systems must be in place.
- 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 Limerick Arts Office immediately with this proposal. Activities that cannot be rescheduled in the approved timeframe will not be entitled to draw down funding.
- All creative rights remain with the applicant.
- Specific conditions may be attached to the funding, which will be outlined in the letter of offer.
- if your application is successful and your project involves work with children, vulnerable adults or animals, you will be required to confirm that your Child

Protection Policy/Animal Welfare Protection Policies is in accordance with national legislation and with the Limerick City and County Council Policy and Procedures for the Protection and Safeguarding of Children 2020 (Section 4.2), where applicable. Please visit www.tulsa.ie for more information.

- A list of successful applicants will be published on www.limerick.ie
- Please note that grant offers are subject to budget allocation.

Appendix 2 – Freedom of Information & Data Protection

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.

Privacy (General Data Protection Regulation):

Data Protection Statement: 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 the Artists' Apartments Open Call, 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 the Limerick City and County Council GDPR 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 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.