

Craft Makers Award: Dundee

Guidelines

Issued - September 2009

Purpose of Scheme

In partnership with the Scottish Arts Council, Dundee City Council has established the Craft Makers Award: Dundee, to support Dundee-based craft makers (as defined in the Scottish Arts Council's definition of crafts below) in their creative and professional development. The scheme makes awards to support both professional development activities and the research and creation of new work.

Who can apply?

The scheme is open to Dundee based craft makers, who live and work within the Dundee City Council boundary. Applicants may be of any age and at any stage of their career, but must be out with full time education. All applicants will be expected to demonstrate a commitment to developing their practice.

Definition of 'craft'

The scheme adheres to The Scottish Arts Council definition of crafts. This is defined as: **contemporary creative work conceived, designed and made by individual practitioners in ceramics, jewellery and metalwork, furniture and wood, glass, lettering, musical instruments, textiles and basket-making.**

What will awards be given for?

Proposals are invited which will enhance the creative skills or professional and business practice of the applicant.

Proposals may be towards costs relating to:

- the creation of new work for exhibition
- the research and development of a new body of work
- residency opportunities
- short-term or one-off training courses
- collaborating with other makers or artists
- establishing contacts and partnerships
- professional development opportunities

Please note that priority will be given to applications for grants that will support the process of research and development of new work.

Award criteria

Applications will be assessed in relation to the following criteria:

- The quality of the applicant's work
- The expected impact of support on the applicant's creative / professional development
- The clarity of purpose behind the submission and the reasons given for applying for an award
- Sound project management
- Financial strength and value for money
- The quality of information / material supplied in support of the application

Exclusions

- The remit of this award scheme does not include printmaking, graphic design, building crafts or conservation/restoration
- Applications will not be considered for projects already started or planned to start, before the notification dates
- Full time students are not eligible to apply
- Craft makers may apply to either SAC or this scheme for a particular project, however, it is not possible to be funded from both schemes simultaneously for the same project.
- It is also not possible to be funded for the same project from the Dundee Visual Artists Award Scheme or any other Local Authority area award scheme from this Scottish Arts Council initiative.
- Applications will not be considered after the deadline date
- Successful applicants will not be considered for a further award from the scheme within the same financial year

How to apply

Please read the guidelines and supporting material carefully.

Applications should be submitted using the enclosed Application form and must be returned by the stated deadline (the first Wednesday of November each year). One copy of the completed form should be returned to Leisure & Communities department with all applicable supporting material, and one retained by the applicant.

The form may be typed or hand-written. If hand-written, it should be completed legibly in black ink. If completing the form on your own word processing system please ensure that the format is unchanged. Please answer all questions, or indicate if a question is not applicable. Completed application forms *must* be signed by the applicant.

Applications will not be considered unless supporting visual material is submitted. Up to 6 images of recent work should be supplied in support of an application that shall be viewed at the panel meeting.

(See 'Enclosures' section of application form).

Original artwork will not be accepted as support to any application.

Visual material will be returned by post to all unsuccessful candidates.

Visual material of successful candidates will be retained to form part of an archive. Images may also be used in Dundee City Council or Scottish Arts Council publications although we will endeavour to contact you to seek your permission in advance.

Please note that the Dundee City Council and the Scottish Arts Council can accept no responsibility for damage to, or loss of material submitted in support of applications, although we will exercise all possible care in handling this material.

Advice to applicants

The initial budget for awards in one year is £3000. Awards will be made up to a maximum of £1,000. The number and size of grants made will be dependent upon the applications received.

All applications will be considered by members of the Craft Makers Award: Dundee Panel. Membership of the panel is made up of representatives from the Scottish Arts Council, Cultural Enterprise Office, invited craft practitioners and curators. The scheme is administered and panel meetings are chaired by an officer of Dundee City Council.

Applicants will be notified within 8 weeks of the deadline for receipt of applications on the outcome of their application. You will be contacted by an officer of Dundee City Council if there is any change to this timetable.

If you have any queries regarding the applications procedure, please contact Keri McGowan on 01382 307216 or keri.mcgowan@dundeecity.gov.uk

Please return your application form and supporting material to:

Craft Makers Award: Dundee
Keri McGowan
Creative Learning Officer
The McManus: Dundee's Art Gallery & Museum
Albert Square
Dundee
DD1 1DA

Deadline for application:

5pm: 1st Wednesday in November each year.

Craft Makers Award: Dundee Application Form

Name of Applicant:

Postal Address:

Email Address:

Telephone Number:

Where did you find out about the award scheme?

Please summarise in no more than 30 words the project for which you are seeking funding.

Project start date:

Expected completion date:

Budget

Please show a balanced budget for the proposal, indicating how much you are requesting from this scheme, and providing an itemised breakdown of how funding would be spent.

Expenditure Please show an itemised breakdown of costs	£	Income	£
		Funding requested from CMA:D Scheme	
		Other public funding requested	
		Sponsorship/donations	
		Own contribution	
		Other (please specify)	
Total expenditure		Total Income	

***Total expenditure must equal total income**

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Proposal

1. Please describe in detail the project for which you are seeking support, including any title and concept/theme, and how it meets the criteria for this fund (250 - 400 words approx.) Please include letters of support or intention from partner organisations / galleries if relevant to your application.

2. Please give details of the timescale for the project, giving anticipated dates of key stages/events.

3. Please provide details of your crafts / arts education (if applicable) and career to date, giving an outline of your previous work including any exhibitions, awards, projects, residencies or equivalent. (Please include a CV).

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4. Please give a concise statement about your current work and outline how this proposal meets your aims and will benefit your creative development or professional and business practice.

Enclosures

Please indicate the title and format (i.e. slide, CD, DVD etc) of supporting visual material that you are submitting in support of your application. Please ensure all supporting material is clearly labelled with your name and the title of the works.

	Title / medium / size / location of work	Date	Format
1.			
2.			
3.			
4.			
5.			
6.			

Other material: e.g. press cuttings, promotional material, letters of support:

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Creative Learning Officer
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