

## **Dundee Visual Artists Award Scheme Guidelines 2011-12**

### **Purpose of Scheme**

This scheme awards grants to individual Dundee-based visual artists towards the costs involved in researching and creating new work. The purpose of the scheme is to advance creative practice through research, conceptual or technical development.

### **Criteria**

Successful applicants will have demonstrated a level of commitment to their practice and have achieved a body of work out with formal education.

Applicants will be assessed against the following criteria:

- the quality of the applicant's work
- the expected impact of the financial support on the applicant's creative development
- the clarity of purpose behind the submission and reasons given for applying for an award (written proposal)
- the quality of the supporting material supplied in support of the application (CV, statement of practice, visual material)

The award panel will also consider how the application will broadly benefit the artistic community of Dundee.

### **Who can apply?**

- The scheme is open to Dundee based visual artists, living within the Dundee City Council boundary.
- Artists who work in and maintain a studio space in Dundee.
- Applicants may be of any age and at any stage of their career, but must be out with full time education.

### **Exclusions**

- Funding will not be awarded retrospectively.
- Funding will not be awarded to students in full time education.
- Artists cannot apply to the Dundee Visual Artists Awards Scheme and Creative Scotland for support for the same project.
- Artists may not apply to the DVAA Scheme in the same financial year as receiving an award from Creative Scotland Artists Awards Schemes or another Local Authority Artist Award Partnership Scheme.

### **Funds available:**

Grants up to a maximum of £1500 are available. Artists are encouraged to request a sum appropriate to their project and not expect to receive the maximum grant available.

### **Closing date for applications:**

There is only one closing date for 2011-12 **Friday 18 November 2011**

Your application must arrive no later than 5pm on that date. We are unable to accept late applications. **Please do not fax or email your application.**

### **How to apply**

*Please read the guidelines and supporting material carefully.*

Applications should be submitted using the enclosed Application form, which may be typed or hand-written. If hand-written, it should be completed legibly in black ink. Completed application forms *must* be signed by the applicant. If completing the form on your own word processing system please ensure that the format remains the same.

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. (See 'Enclosures' section of application form).

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

Visual material will be returned to all unsuccessful candidates. Visual material from successful candidates will be retained as archival material for the scheme and may potentially be used in reports and publicity material. Please note that Creative Scotland and Leisure and Culture Dundee 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.

### **Decisions**

Your application will be considered by members of the Dundee Visual Artists Awards Scheme Panel. Membership of the panel is made up of invited artists and curators. The scheme is administered and panel meetings chaired by a member of Leisure and Culture Dundee.

Applicants will be notified within 8 weeks of the deadline on the outcome of their application. You will be contacted by Leisure and Culture Dundee if there is any change to this timetable.

Applications should be sent to:

**Susan Keracher**

**Art Curator**

**The McManus - Dundee's Art Gallery & Museum**

**Albert Square, Dundee, DD1 1DA**

## Dundee Visual Artists Award Scheme Application Form 2011-12

**Name of Applicant:**

**Postal Address:**

**Post Code:**

**Email Address:**

**Telephone Number:**

**Where did you find out about the 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.

<b>Expenditure</b> Please show an itemised breakdown of costs	£	<b>Income</b>	£
		Funding requested from Dundee Visual Artists Award Scheme	
		Other public funding requested	
		Sponsorship/donations	
		Own contribution	
		Other (please specify)	
<b>Total expenditure</b>		<b>Total Income</b>	

**\*Total expenditure must equal total income**



**Dundee Visual Artists Award Scheme Application Form 2011-12 cont.**

4. Please give a concise statement about your current practice and outline how this proposal meets your future aims and will benefit your creative development.
  
  
  
  
  
  
  
  
  
  
5. Please give details of any previous applications to the Dundee Visual Arts Awards Scheme, the Scottish Arts Council or Dundee City Council. You should indicate the support received, if any.
  
  
  
  
  
  
  
  
  
  
6. Please state how long you have been resident in Dundee. If you are not resident in Dundee, please state:
  - How long you have worked in Dundee, including details of where you work or where you hold a studio space in Dundee.

**Enclosures**

Please indicate the title and format (i.e. jpeg on CD, DVD, slide 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 works.

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

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

**Please return your application form and supporting material to:**

**Susan Keracher  
Art Curator  
The McManus - Dundee's Art Gallery & Museum  
Albert Square, Dundee, DD1 1DA**