

**Tipperary EDI Artist Practice Bursary Award 2024**

**Application from**

Please read theTipperary EDI Artist Practice Bursary Award 2024

guidelines before completing the following application form.

**Closing date: 12 noon Friday 19th July 2024**

 **Personal Details (BLOCK CAPITALS PLEASE)**

**Name:** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Address:**

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**Phone Number:** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Email** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ **Website**: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Are you resident in the Tipperary Administrative Area?**

**Yes 🞏 No 🞏**

**Amount requested: €\_\_\_\_\_\_\_\_\_**

 **Artform / Art Practice** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Question 1: Please provide detail regarding your eligibility as an underrepresented artist: (max 100 words)

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Question 2: Please give details of your artist practice: (max 200 words)

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Question 3: Please provide full details of your proposal: i.e. how you plan to use the time and resources available; any networking/professional development opportunities you would like to explore, type of research, collaborative work (max 200 words)

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Question 4: How will this bursary support the development of your practice? Outline the benefits of the bursary to you at this stage in your career. (max 200 words)

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Question 5. Please provide a budget breakdown of your project itemising all proposed costs in detail. You should include details of sources of income/funding, where relevant. Income and expenditure should be specific to you and your project/proposal. (A separate budget sheet may be attached)

\*Please note you are not required to provide any of your own income towards this proposal.

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**Checklist**

* Application form
* CV
* Supporting material (e.g. images of work, short writing samples, music samples, videos of performances etc)
* Please send all of the above as one PDF document, the size of the PDF should not exceed 10MB

**Return of material -** If you wish to have any submitted material returned please enclose a stamped addressed envelope for this purpose. Please do not submit original artworks.

**Late or incomplete applications cannot be accepted.**

Please tick the box if you would like your contact information to be added to the Arts Office mailing list database

**Tipperary County Council – Privacy Notice – Arts Office Grant Applications**

Tipperary County Council has a Privacy Statement which is a general document about how we approach data protection as an Organisation and is available on the council’s website <https://www.tipperarycoco.ie/your-council/tipperary-county-council-privacy-statement> or on request from this department.

**1. Contact details of the data protection officer**

Data Protection Office: Telephone: 0818 06 5000 email:dataprotection@tipperarycoco.ie

**2. The purposes and basis for the processing**

The purpose for processing your data is to process your application to the following Arts Office managed grant schemes:

* The Tipperary Festivals & Events Scheme
* The Tipperary Artists Award Scheme
* The Tipperary Artists in Primary Schools Scheme
* The Tipperary Arts Act Grant Scheme
* The Tipperary Tyrone Guthrie Centre Regional Bursary Scheme
* The Tipperary Blas Summer School of Traditional Irish Music & Dance Bursary
* The Tipperary Local Drama Scheme
* The Tipperary EDI Artist Practice Bursary Award

When making an application under the schemes listed above you provide us with contact details such as an address, a phone number or email address. We use these to contact you and will only contact you about matters that affect your request or query.

Please note that to help protect your privacy we may take steps to verify your identity, before granting access to personal data, and further proof of your identity may be requested by this Council.

**3. The recipients or categories of recipients of the personal data**

The personal data you supply to this Council as part of your application under the above listed grant schemes will only be used by Tipperary County Council for the purposes of processing the application, internal review, appeal or query and for essential purposes related to delivery of the service to you. This may entail sharing your data with other departments or associated companies of Tipperary County Council and with any relevant third parties that may be associated with your application (e.g. external invited specialists on assessment panels, The University of Limerick (in relation to assessment of The Blas Bursary); The Tyrone Guthrie Centre (in relation to the relevant award), the Irish Youth Choir organising body (in relation to the relevant award).

There are no plans to transfer personal data to a third country or international organisation.

Your data may also be shared with other sections within Tipperary County Council to make sure the information is accurate and/or prevent or detect fraud.

All data supplied by you as part of your application, appeal or query under the above listed grant schemes will be used for the specific purpose of assessing and administering your application or queries.

**4. The retention periods or the criteria used to determine that period**

* Data in relation to the above listed grant schemes is held in accordance with the Local Authority National Records Retention Policy. <https://www.lgma.ie/en/publications/corporate/national-retention-policy-for-local-authority.pdf>

**5. Details on rights of access to and rectification/deletion of personal data.**

You have the right to request access to personal data held about you, obtain confirmation as to whether data concerning you exists, be informed of the content and source of data and check its accuracy. Please see our Privacy Statement for further details.

Please note that to help protect your privacy we take steps to verify your identity, before granting access to personal data.

**6. The right to lodge a complaint with the supervisory authority**

* If you have contacted us about a personal data matter and you are unhappy with the outcome, you can raise the matter with the Data Protection Commission, Canal House, Station Road, Portarlington, Co. Laois, Ireland. Before doing so it is recommended that you contact Tipperary County Council (dataprotection@tipperarycoco.ie) to establish the circumstances and to indicate your intention to complain to the Data Protection Commission’s Office. We may be in a position to resolve the problem in a timely manner. If you are not satisfied with our response, or if you do not receive a response, at that point you could make a complaint to the Data Protection Commission’s Office.

The Data Protection Commission website <https://www.dataprotection.ie/> has further details and the online form to be completed if you wish to raise a concern or make a complaint.

**By Hand:** delivered to any Tipperary County Council customer service desks as follows:

* Clonmel Civic Offices, Emmet Street, Clonmel.
* Nenagh Civic Offices, Limerick Road, Nenagh.
* Tipperary-Cahir-Cashel Municipal District Offices, Rosanna Road, Tipperary Town.
* Carrick-on-Suir Municipal District Offices, New Street, Carrick on Suir.
* Thurles Civic Offices, Castle Avenue, Thurles.

**Where to Submit:**

Post, email or delivered applications must be clearly marked**:** “**Tipperary EDI Artist Practice Bursary 2024”**

**By Post:** addressed to

Arts Office

Tipperary County Council

Civic Offices

Nenagh

Co. Tipperary

E45 AO99

**By Email:** to artsoffice@tipperarycoco.ie

**Deadline: 12 noon Friday, 19th July, 2024**

**If you need help submitting your application please email or call the Tipperary Arts Office team as early as possible.**

**T: 0818 06 5000**

**E:** **artsoffice@tipperarycoco.ie**

