



## NYCI Artist in Youth Work Residency and Development Scheme Application Form 2011

The deadline for receipt of application forms is 5pm on Thursday 29<sup>th</sup> September 2011.

### SECTION 1: Organisation Information

NAME OF APPLICANT ORGANISATION	
CONTACT PERSON:	
ADDRESS:	
TELEPHONE:	
EMAIL:	
FAX:	
ARTIST/S:	

WHAT AWARD ARE YOU APPLYING FOR? (Please Tick)

RESIDENCY  DEVELOPMENT

- WHAT TYPE OF ORGANISATION ARE YOU? (Incorporated, Unincorporated, Ltd, Company, Registered, Charity Other, please specify)

- WHAT DOES YOUR ORGANISATION DO? (No more than 200 words)

- WHAT IS THE PROFILE OF YOUR MEMBERSHIP? (Number, age, gender etc of the people you serve)

- BRIEFLY DESCRIBE THE EXECUTIVE /STAFF OF THE ORGANISATION:

- BRIEFLY DESCRIBE THE LEADERS OF THE GROUP (FOR WHICH YOU ARE APPLYING FOR FUNDING) AND WHAT THEIR SKILLS AND INTERESTS ARE:

## SECTION TWO: Project Information

1. WHAT DO YOU WANT TO DO?

2. WHY?

3. WHO DO YOU WANT TO DO THIS WITH?

4. HOW WILL YOU DO IT?

5. WHAT DO YOU NEED FROM THIS SCHEME IN ORDER TO DO IT?

6. HOW WILL YOU KNOW IF YOUR PROJECT IS WORKING WELL – WHAT EVIDENCE WILL YOU BE LOOKING FOR?

7. WHAT OUTCOMES ARE YOU HOPING TO ACHIEVE AND HOW WILL YOU MEASURE THESE?

8. WHAT WILL HAPPEN AFTER THE PROJECT? (Both in terms of sustainability and evaluation)

9. WHAT WILL YOUR ORGANISATION CONTRIBUTING TO THE PROJECT? (money, materials, in-kind support, time, management, administration etc)

### SECTION THREE: Income and Expenditure Information

<b>INCOME</b>		
Amount Sought from Scheme		
Other Income		
Other Income		
Other Income		
<b>TOTAL INCOME</b>		
<b>EXPENDITURE</b>		
Artistic Costs		
Project/Event Costs		
Administrative Costs		
Support Costs		
Evaluation/Monitoring Costs		
<b>TOTAL EXPENDITURE</b>		

## SECTION FOUR: Terms and Conditions

IF YOU ARE AWARDED FUNDING, it will be a condition of that funding that you agree to:

- Participate in our support workshops and meetings
- Agree to communicate with us about the project for its duration
- Send us your Tax clearance certificate (if required)
- Send us your Child Protection/Welfare Policy
- Abide by Guidelines of Best Practice for Working with Young People
- Abide by the guidelines/checklist for working with artists which we will provide
- Share aspects of your project as case studies on our website (sensitive information etc will not be shared)
- Complete a project evaluation report and income/expenditure breakdown after the project
- Return your grant or remaining funds to NYCI if your project can't happen or can't be completed.
- Include NYCI, Arts Council and Office of the Minister For Children and Youth Affairs logos on all promotional material relating to the project, and name the funders in any media coverage of the project.
- The project must take place and funding must be drawn down by November 2011.

I have read the conditions outlined above and agree to abide by them should I be awarded a grant.

Signed \_\_\_\_\_

On behalf of \_\_\_\_\_

### LAST CHECK! – PLEASE TICK

Have you:

- Completed and signed all sections of this application?
- Included your most recent draft set of financial accounts?
- Included your Child Welfare Policy?
- Included the proposed artist's CV (if applicable)
- Included a stamped, self addressed envelope for the return of any supporting material included with your application?

