

CO-CREATE - Collaboration Bursary 2020

Information Sheet

Are you a creative practitioner based in County Leitrim? Would you like to collaborate with another creative practitioner? Would you like to expand your practice, explore new ideas and fresh thinking? Are you ready for an exciting challenge? The Leitrim Design House CO-CREATE 2020 project, funded by Creative Ireland, offers a bursary which will support collaborative partnerships in the development of new concepts or products. Collaborative partnerships can be formed from a wide selection within the creative sector e.g. craft makers, designers, visual artists, writers, musicians, dancers, composers, film makers, architects, choreographers. All applicants must be established or emerging professional practitioners in their chosen field and must be based in County Leitrim. We welcome both preformed partnerships and those looking for a collaborator and while we encourage partnerships to come together organically, the Leitrim Design House will act as intermediary for those seeking possible partners.

About the Bursary

The project was developed in order to:

- Support the professional development of the creative sector in County Leitrim with a particular emphasis on the craft sector.
- Support the development of new work and new ideas.
- Stimulate innovation via a collaborative process.
- Encourage exploration of alternative mediums and ways of thinking.
- Explore cross-disciplinary opportunities.
- Seed the development of new ideas that may be made into products in the future.

Application process

Please note there are two application routes:

- A. Joint application from two applicants
- B. Individual application if you are interested in participating but haven't yet identified a partner.

A briefing session will be held in **The Dock 11.30am, Friday March 20th**.

All applicants must register their interest in participation by completing an Expression of Interest (EOI) form and submitting same by email to info@leitrimdesignhouse.ie by midnight **Friday April 10th**. Following receipt of EOI, a link to the application form will be emailed to all eligible EOIs.

EOI forms will be available at www.leitrimdesignhouse.ie from **Monday March 9th**.

Value of the award

The maximum amount awarded to any partnership will be €1,500.00 and the total number of awards will not be more than three.

Application Process and Deadlines

Please note that there are two application routes.

Application Process for Category A: Joint application from two applicants.

- **Step 1.** The Leitrim Design House will hold a briefing session in **The Dock 11.30am, Friday March 20th.** The purpose of this briefing session is to assist you in the application process. Please confirm your attendance at the Briefing Session by email to info@leitrimdesignhouse.ie.
- **Step 2.** Complete the Expression of Interest form in order to register your interest in participation in the CO-CREATE Collaboration Programme. Submit same by email to info@leitrimdesignhouse.ie by midnight **Friday April 10th.** The Expression of Interest form may be submitted both by individuals and by partnerships
- **Step 3.** Joint Applicants must subsequently complete the application form, and submit along with the required supplementary information by email using the file transfer platform wetransfer.com to info@leitrimdesignhouse.ie before the closing date midnight **Friday May 1st.**
- Required supplementary information
 1. Current CV for both artists
 2. Images and links to relevant current or previous work. (Images should be no larger than 500kb each).
 3. Applicants may also forward on any other relevant material that may support the application.
 4. A document listing the details of all files submitted including practitioner name; title/project name; materials used; year made; collaborators/partners if applicable.
- You will receive an acknowledgement email upon the receipt of your application. Please note late applications will not be accepted.
- Eligible applications will be assessed by an independent panel.

Application Process for Category B: Individual application for those who are interested in participating but haven't yet identified a partner.

- **Step 1.** The Leitrim Design House will hold a briefing session in **The Dock 11.30am, Friday March 20th.** The purpose of this briefing session is to assist you in the application process. Please note you **must attend this briefing session** if you are submitting an application under category B. Please confirm your attendance at the Briefing Session by email to info@leitrimdesignhouse.ie
- **Step 2.** Complete the Expression of Interest form in order to register your interest in participation in the CO-CREATE Collaboration Programme. Submit same by email to info@leitrimdesignhouse.ie by midnight **Friday April 10th.**
- **At this point in the process The Leitrim Design House will do its utmost to act as intermediary for those seeking possible partners.**
- **Step 3.** Subsequent to forming a partnership. Joint Applicants must complete the application form, and submit along with the required supplementary information by email using the file transfer platform wetransfer.com to info@leitrimdesignhouse.ie before the closing date midnight **Friday May 1st.**
- **For required supplementary information please see Application Process for Category A**

Important dates to note for applicants in both categories

- A Co-Create briefing session will be held at 11.30am, **Friday March 20th** at The Dock
- Deadline for return of the Expression of Interest form is midnight **Friday April 10th**
- Completed application form should be submitted by midnight **Friday May 1st**
- Successful partnerships will be notified by **Friday May 15th**
- Project to run June to October with final report submitted by midnight **Friday Nov 6th**

General brief for completing the application form

- Have a clear and realistic idea of what you want to achieve
- Ensure that you enclose all requested documentation
- Please submit only the support material you are asked for, that it is the best representation of your work and that it is relevant to this application.
- Do not assume the selection panel know you or your work

Criteria-scoring chart (Total 100 points)

Originality/Innovation of proposed project	25
Craft sector representation within partnership	15
Plans for future production/realisation	20
Benefit of activity on maker's practice	25
Track record of applicant, proven commitment to high quality practice and understanding of collaboration	15

Guidelines

- Applicants must be based in County Leitrim.
- The bursary is for projects which will happen in 2020 **only**.
- Successful applicants must be prepared to furnish further information if requested.
- The bursary will be paid in three instalments; 40% upon acceptance of the award and submission of requested documentation; 40% will be paid 1/2 way through the project upon receipt of a progress report. 20% will be paid upon completion of the project. Please note the only method of payment of the bursaries will be by Electronic Funds transfer. To draw down funding successful candidates will have to provide bank details and a Tax Clearance Certificate or PPS number.
- The Leitrim Design House reserves the right to terminate grant aid if statutory or criminal negligence is involved.
- As a condition of funding the successful applicants will develop a Memorandum of Understanding (MOU) between themselves outlining ownership of any Intellectual Property developed between them. The Leitrim Design House will supply a sample MOU.
- As a condition of funding the successful applicants the successful applicants should keep a diary and photo journal of their engagement and will be advised of reporting format.
- As a condition of funding the successful applicants all recipients of support from the Leitrim Design House Creative Ireland Programme must acknowledge the funding on their promotional material and return an evaluation form upon completion of their project.

Queries by email only to info@leitrimdesignhouse.ie