Open Call Award 2022 Phase 1

Guidelines for Applicants

Deadline: 5.30pm, Thursday 29 April 2021

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Open Call Award 2022: application checklist

Use the checklists below to make sure that your application for Open Call is complete.

Items that are mandatory for all applications (check all of these items)

☐ I have filled in all of the sections of the application form that are relevant to my application.

☐ I have prepared examples of previous work that I consider relevant to my application, and have these ready to upload.

☐ I have prepared up-to-date CVs/brief biographies of all key individuals, and have these ready to upload.

☐ I have prepared all required supporting material (as outlined in section 1.7 below) and have this ready to upload.

Note:

In the event that your application is successful and you are invited to submit an application to phases 2 or 3 of Open Call and you provide services to children and young people under the age of eighteen, you will be required to confirm and demonstrate that you have suitable child-protection policies and procedures in place. Please see www.tusla.ie for more information.

Second opinion (check this item)

☐ I have asked someone else to check over my application to make sure there are no errors and that nothing is missing.

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Getting help with your application

If you have questions about using the Online Services website, visit the FAQ section on our website: www.artscouncil.ie/FAQs/online-services/

If you have a technical question about the online application process and your question is not answered in the FAQ section, you can email onlineservices@artscouncil.ie, or call the Arts Council on **01 618 0200/01 618 0243**

If you have a query about your application that is not technical in nature, you should email or phone the arts team to which you are applying for funding.
http://www.artscouncil.ie/Contact-us/Staff-and-adviser-lists/

To watch our YouTube guide on making an application, go to
http://www.youtube.com/artscouncildemos

NOTE FOR PEOPLE WITH DISABILITIES

The Arts Council makes every effort to provide reasonable accommodation for people with disabilities who wish to submit an application or who have difficulties in accessing Online Services. If you have a requirement in this area, please contact the Arts Council's Access Officer, Adrienne Martin, by phone (01 618 0219) or by email (adrienne.martin@artscouncil.ie) **at least three weeks** before the deadline.

A NOTE ON COVID-19-RELATED PUBLIC-HEALTH GUIDANCE

In preparing your proposal, you should base it on the best public-health advice and guidance available at the time you are making your application.

You should ensure that what you are proposing is feasible or adaptable should social distancing and/or other public-health measures impact on all or part of the period to which this proposal applies.

In the event that your application is successful and you subsequently need to change or alter some or all of your proposal on the basis of changed public-health advice, you should contact your arts team in advance to discuss this.

1. About Open Call

1.1   Deadline for submission of applications

All applications must be made using the Arts Council's Online Services.

The deadline for receipt of applications is: **5.30pm, Thursday 29 April 2021**

About the award

An Open Call to the artists and arts organisations of Ireland to create collaborative ground-breaking public-facing projects of ambition, impact and scale that encourage discourse, provocation or response to place and identity as part of contemporary Ireland

Open Call is a programme for artists and arts organisations to develop and shift their practice and profile work for the public on a national scale, creating high-profile arts central to people's lives.

Within the context of this award, collaboration refers to working with other artists or organisations, or may refer to collaboration with communities of place or interest. Projects of 'scale and ambition' is understood to mean work that is impossible to achieve in your current practice, significant in vision, irrespective of physical, temporal or quantitative scale.

Projects proposed in response to the Open Call may be in any artform or be cross-disciplinary or interdisciplinary.

Open Call 2022 is for projects commencing in 2022 and completing in 2022, 2023 or 2024

Application process

The application process will take place in three phases:

- Phase 1: Initial project proposals will be assessed by the Arts Council executive, and a shortlist of candidate projects will be drawn up (at the end of Phase 1) and invited to apply to Phase 2.
- Phase 2: Detailed project-proposal application: those whose proposals have been shortlisted in Open Call 2022 Phase 1 will be invited to apply to Open Call Phase 2 to provide a more developed proposal for an international jury to assess. A final shortlist will be selected by the international jury (at the end of Phase 2) for interview in phase 3.
- Phase 3: Presentation and interview: those candidates selected for Phase 3 will be asked to attend an interview and make a presentation for the international jury based on their Phase 2 information. (The jury will remain the same for phases 2 & 3.)

Time is provided for those shortlisted at the end of Open Call 2022 Phase 1 to develop their initial proposals **as a new application** to Phase 2.

1.2   Objectives, purpose and priorities of the Open Call Award

Objectives

To support artists to create public-facing **new** work of ambition and collaboration, and to incentivise experimentation in a range of artistic disciplines.

Purpose

The Arts Council will achieve the objectives of the Open Call Award by supporting projects proposals that:

- Are led by the vision of the artist(s) or develop the ambition of the artist(s)
- Are brave in the pursuit of creative risk-taking
- Encourage collaboration between artforms and art-practice areas (i.e. cross artform, interdisciplinary or combined-arts practice)
- Extend the reach and impact of a project, with a fresh and dynamic approach to public engagement; in this context, public engagement may refer to participants and/or audiences
- Demonstrate effective project partnerships, planning and project management.
- Demonstrate a commitment to a research-and-development phase in project planning
- Encourage and enable diversity and inclusivity in the arts.

Priorities

Priority will be given to projects that:

- Expand new territories of arts practice
- Include high-profile international dimensions and collaborators in terms of public visibility and resource-based partnerships

All awards are informed by the Arts Council's ten-year strategy (2016–25), *Making Great Art Work: Leading the Development of the Arts in Ireland* (see here: http://www.artscouncil.ie/arts-council-strategy/).

1.3 Who can apply?

The award is open to individuals and organisations that are resident in the Republic of Ireland. (There are certain exceptions where the Arts Council may deem eligible applications made by those based outside the Republic of Ireland. However, before admitting as eligible any such application, the Arts Council would need to be satisfied that the outcomes of any such proposal would benefit the arts in the Republic of Ireland.)

As part of its Equality, Human Rights & Diversity policy, the Arts Council is committed to offering **equality of access, opportunity and outcomes** for all potential applicants, regardless of their gender, sexual orientation, civil or family status, religion, age, disability, race or membership of the Traveller Community, or socio-economic background. In this funding scheme the Arts Council particularly welcomes applications that are representative of the diversity of Irish society, including but not limited to any of the characteristics outlined above, and/ or initiatives that deliver equitable opportunities or outcomes for those involved.

Who is the applicant?

The applicant is the person or organisation that will receive any grant offered and who will be required to accept the terms and conditions of that grant.

Any grant offered will only be **paid into a bank account** held in the **name of the applicant**.

All documentation provided must be in the name of the applicant (individual artist or arts organisation) e.g. if you apply to the Arts Council for funding under the name Máire de Barra, then all documentation, including **bank** and **tax** details, must be in that name. Variations such as Mary Barry or Barry Studios are not acceptable.

1.4   Who cannot apply?

Those who are not eligible to apply include the following:

- Individuals currently in undergraduate or postgraduate education or who will be during the period for which this award is offered
- Applicants who have previously made an unsuccessful application to any Arts Council scheme for the same proposal, unless directed to apply
- Applicants that make a funding request for less than the minimum award of €100,000
- Applications for a project proposal that commences before January 2022 (this excludes research undertaken and partnership discussions required to prepare application information)
- Those whose proposed activities would be better suited to another Arts Council funding scheme.

1.5   What may you apply for?

The maximum amount that may be awarded to a successful application is:

€400,000

You may apply for funding in relation to costs that your project expects to incur. These might include:

- All artists' fees* and performance and commissioning fees
- Research and development costs
- Technical and production costs
- Administration and project-delivery costs
- Promotion and publicity costs
- Public-engagement programme costs.

How you break down the costs of your proposal and allocate resources gives Arts Council assessors a good picture of the feasibility of your project and whether or not it is realistically costed.

You may not make more than one application for the Open Call Award 2022.

If appropriate, please include costs specifically relating to the making of work by artists with disabilities. Such costs should be reflected in the overall project budget plan.

How much funding may you apply for?

The maximum amount of funding you may request is the difference between the **proposed expenditure** and the **proposed income** you indicate in section 3 of the application form. This figure should be **NO** lower than €100,000 and **NO** higher than the award limit of €400,000.

Note: the amount you request from the Arts Council should NOT be more than 90% of your total costs (i.e. if the total project cost is €400,000, the maximum amount of support you should request is €360,000).

Your income must reflect at least 10% of the total project cost (i.e. if the total project cost is €400,000, the minimum amount of income you should reflect is €40,000).

Proposed expenditure should include all eligible costs relevant to your application (see section 1.5 **What you may apply for**)

Proposed income should include what you expect to receive from other funders, box-office receipts, programme sales, commercial sponsorship, etc.

It is also important to reflect all in-kind** support in both income and expenditure, so reflecting the full and true value of your proposal.

*Note on artists' pay	The Arts Council is committed to improving the pay and conditions of artists. In this context, the Arts Council has published a policy on the fair and equitable remuneration and contracting of artists. This includes best-practice principles for all those working in the arts to aspire to.
	All artists engaged in Arts Council-funded activities must be fairly paid. Anyone seeking funding from the Arts Council must tell us how they will ensure that artists will receive fair pay and conditions, and provide details of this in their budgets. We will use this as part of the application assessment process, and will not offer funding if we consider pay to be too low or below industry standards, or where the terms of engagement are not appropriate. Through our reporting mechanisms we will monitor compliance.
	We do not set or recommend rates of pay, but we recognise the role of those organisations that are mandated to do so, and will refer to these where they exist. We also commit to supporting key representative and resource organisations to review industry rates and develop new tools that support the contracting process.
**Note on in-kind support	If you expect to receive in-kind support, you need to put a financial value on it so that the contribution it makes to the real value of your proposal is clear. You should think of in-kind support both as expenditure and as income: whatever amount you declare on the expenditure side you should also declare on the income side.
	Time contributed by directors or board members may not be reckoned as an in-kind cost.
	If the total income for your project is in-kind only, you must explain why other sources of income are not provided in your proposed budget.

You are asked to indicate income, expenditure and amount requested at two stages during your application:

- Online, when you initiate the application (totals only)
- In section 3 of the application form.

Make sure that the totals are the same on both; and make sure that the amount requested equals TOTAL EXPENDITURE minus TOTAL INCOME.

1.6   What may you not apply for?

Activities and costs that you may not apply for include the following:

- Major capital purchases
- Ongoing core costs
- Activities or costs that do not fit the purpose of the award
- Activities that are more suited to another award funded by the Arts Council or operated by other state agencies, such as Culture Ireland
- Activities that solely involve the touring of existing productions
- Activities that have already taken place or which will have commenced before a decision is made on your application
- Activities undertaken for charity fundraising purposes, for participation in a competition, or for primarily profit-making purposes
- Programme activities currently supported through the Arts Council's Strategic Funding.

1.7   What supporting material must you submit with your application?

Supporting material means material that is **separate from** and **additional to** your application form. This helps the person assessing your application to get a clearer understanding of your proposal. Please read the following list of what supporting material is required very carefully, as failure to comply with this is the most common reason for applications being deemed ineligible.

In order to be considered eligible for assessment under Open Call, you **must** submit the following mandatory supporting material online:

MANDATORY SUPPORT MATERIALS

- Detailed up-to-date CVs or biographies (max. three pages for each biography submitted) of all the artists and other key **individuals** involved in the proposed project as referenced in section 2.7 of your application form

  Group or organisation biographies are **NOT** required as supporting materials
- Up to three examples of previous work that you consider relevant to your application – e.g. recordings, video clips, photographs, music scores or extracts from literary works (max. ten pages).

Additional material required in certain circumstances

- The Arts Council requires all individuals and organisations providing services (e.g. cultural, recreational and educational) to children and young people under the age of eighteen to have suitable child-protection policies and procedures in place. When making an application, you must indicate whether or not your proposal is relevant to this age group (in section 1.3 of the application form). If you answer 'Yes' to this question in the application form and your application is successful, as a condition of funding you will be required to confirm and demonstrate that you have suitable child-protection policies and procedures in place. Please see www.tusla.ie for more information.

- If your proposal involves working with vulnerable persons, you must submit an acknowledgement that you adhere to the *National Policy & Procedures on Safeguarding Vulnerable Persons at Risk of Abuse* (see here).
- If your proposal involves working with animals, you must provide a copy of your *Animal Welfare Protection Policies and Procedures*.

If you do NOT submit the required mandatory supporting material, your application will be deemed ineligible.

Format for supporting material

All supporting material for the Open Call **must be submitted online**. Hard-copy supporting material will not be accepted. Please follow these guidelines for the different kinds of supporting material.

Include contextual information for all supporting material in a clearly labelled text file.

Visual stills	Label all images clearly and make sure you supply relevant contextual information. This might include details of the title and date of works, media and dimensions, where work was presented, etc.
Moving-image work	Provide relevant contextual information. This might include details of the piece, when and where it was performed, thematic/general comments, the names of performers, how the work was financed (e.g. award, self-financed). Extracts should be no more than three minutes long, and no more than three extracts should be submitted.
Music or sound recordings	Give the names of performers, and detail the instrumentation where appropriate.
Samples of writing	Please submit no more than ten pages of a literary work or script – it is not possible for international peer-panel members to read full play/film scripts or other literary manuscripts.
References to public domain/published works	Give enough details to enable the works to be clearly identifiable – e.g. publication details for books, location details for buildings or installations, etc.

1.8 Eligibility

Your application will be deemed **ineligible**, and will not go any further in the process, if any of the following is true:

1. You miss the application deadline.

2. You fail to complete all of the sections in the application form relevant to your proposal.

3. You cannot apply as set out in sections 1.3 to 1.4 above.

4. You apply for an amount of funding greater than the maximum amount allowed for within the award to which you are applying, as set out in section 1.5 above.

5. You apply for an amount of funding less than the minimum amount allowed for within the award to which you are applying, as set out in section 1.5 above.

6. You apply for an activity or purpose that you cannot apply for, as set out in section 1.6 above.

7. You fail to provide all mandatory supporting materials, as set out in section 1.7 above.

8. Your application is better suited to another funding programme offered by the Arts Council or by another funding agency (in this case we will redirect you to the more appropriate funding opportunity).

Note: in the event that your application is ruled ineligible, it will not be assessed, and you will be able to apply again with the same proposal in future funding rounds.

2.   Making your application

2.1   Register with the Arts Council's Online Services

All applications must be made through the Arts Council's Online Services; applications made in any other way (by post, fax or email) will not be accepted.

You must have an Online Services account to make an application. If you do not already have an Online Services account, sign up by filling out the registration form here: https://onlineservices.artscouncil.ie/register.aspx.

Within five working days you will be issued (via email) with a unique ARN (Artist Reference Number) and password that you can use to sign in to Online Services.

Requirements for using Online Services

Your computer and Internet browser will need to meet the following requirements to use Online Services successfully:

PC	Windows 7 or higher with Internet Explorer 8.0 or higher OR Firefox 27 or higher OR Chrome 33 or higher
Mac	Mac OS X v10.5 Leopard or higher *with* Safari 3.1 or Safari 10 OR Firefox 27 or higher OR Chrome 32 or higher Note: if Safari 11 prevents upload of documents, use Firefox or Chrome

Note: you will also need to have Microsoft Word or OpenOffice Writer installed to complete the application form. OpenOffice Writer is free software that can be downloaded from here: http://openoffice.org.

OpenOffice Users
You must use OpenOffice Writer version 4.0.1 or earlier
More recent versions of OpenOffice Writer than 4.0.1 have resulted in problems with the appearance of application forms when they are submitted through Online Services.

Please refer to the Arts Council video *Using OpenOffice to download, complete and upload the application form* at https://www.youtube.com/user/ArtsCouncilDemos.

Apple Mac users should take note of the section that deals with the issue of downloading version 4.0.1 on Macs that have the latest versions of Mac OS installed.

Note: Mac OS X 10.15 Catalina or later requires OpenOffice 4.1.7 or later.

If you cannot meet, or do not understand, any of these requirements, please contact us for advice as far as possible in advance of the deadline.

Give yourself enough time to complete the application

You should become familiar with the Online Services website well in advance of the deadline and in advance of preparing an application. It is likely that there will be heavy traffic on the site on the final afternoon of the closing date. You should prepare your application and submit it well in advance of the deadline. Upload times can be much longer than download times. It may take you longer than you think to upload your supporting materials.

Technical support

If you need technical support while making an online application, you can contact the Arts Council by emailing onlineservices@artscouncil.ie or by phoning 01 6180200. We recommend you report any technical issues with us well in advance of the deadline. Please provide a contact phone number and make sure that you are available to receive a return call from us.

We deal with queries on a first-come first-served basis.

Please note that there is often a high volume of calls as the deadline approaches and technical-support calls received after **2.30pm on the closing date** may not be resolved before the deadline.

2.2   Fill in the application form

If you have not already done so, download the application form for the award you wish to apply for. The application form is a Microsoft Word/OpenOffice Writer-compatible document that you fill in offline (on your own computer). The application form includes guidance on how to fill in each of its sections.

Note: the application form is formatted in such a way that the Arts Council can extract information from the form for assessment purposes. It is **very important** that you type inside the grey boxes in the form, and that you do not delete them and/or type outside them. If you do this, the form will not upload properly.

2.3   Prepare any supporting material required for the application

You are required to include supporting material with your application. Typically, this might include samples of your current work – e.g. text, video, images or sound recordings.

You must submit all such supporting material online; if necessary, you need to scan or save material in electronic format.

Acceptable file formats

The following table lists file formats that are acceptable as part of an application.

File type	File extension
text files	.rtf/.doc/.docx/.txt
image files	.jpg/.gif/.tiff/.png
sound files	.wav/.mp3/.m4a
video files	.avi/.mov/.mp4
spreadsheets	.xls/.xlsx
Adobe Acrobat Reader files	.pdf

For convenience, gather together all the files you need in an accessible location on your computer.

Submitting YouTube links

You may provide links to material hosted on YouTube (www.youtube.com) instead of uploading the material directly. To do this, copy the URL (the full address of where your material is hosted on YouTube) into a Microsoft Word or OpenOffice Writer document and upload it as a weblink-supporting document.

Note: any links you provide must be for YouTube. Links to other hosting sites will not be viewed. Check that the link works from within the document you upload – i.e. that it links correctly to your material on YouTube.

If you do not wish material you upload to YouTube for the purposes of your application to be publicly viewable, you can flag your video as 'unlisted' in its settings.

Naming files appropriately

Give all files that you intend to upload filenames that make it clear what they contain or represent – e.g. it should be clear from the file name whether the document is a CV, a sample text or a review of previous work. Please submit supporting documents in separate, appropriately named files.

Good filenames for an applicant called Jack Russell	russelljack application.doc russelljackWIP.doc russelljck project budget.xls russelljack youtube link.doc

The total combined limit for all supporting material uploaded with a single application is **40MB**.

2.4   Make your application online

To make your application online, you go through four main stages. Click **Save draft** at the end of each stage. You can come back to your application and revise it at any time before you finally submit it.

1: Choose funding programme and download application form

To start a new application, click the **Make an application** button on your home page, and follow the prompts to choose the funding programme you wish to apply for and to give your application a unique reference by which to identify it. At this stage you can also download the application form (if you have not already done so).

2. Request funding amount

At this stage you specify the expenditure and income related to your proposal, and the amount of funding you are requesting. The amount you request should equal **Total expenditure** minus **Total income**. The final figures you enter here should be the same as those you enter in section 3 of the application form.

3. Upload application form and supporting material

Follow the prompts to upload your filled-in and saved application form, your CV and any other required supporting material (see section **1.7 What supporting material must you submit with your application**). You do not have to upload everything at the same time. You can save your application as a draft, and come back to it later.

4. Submit application

When you are satisfied that you have uploaded everything you need to support your application, click **Submit**.

Once submitted, your application cannot be amended. Do not submit your application until you are completely satisfied.

You should expect to receive two emails. The first will be issued immediately when your application is received by the Arts Council. The second one may arrive a few minutes after and will contain your application number, which will be used on all correspondence related to this application. **Note**: it is important that you contact onlineservices@artscouncil.ie if you **do not** receive the second confirmation email containing the application number.

3. Processing and assessment of applications

3.1 Overview

The Arts Council considers all applications, makes decisions and communicates these to applicants in accordance with set procedures. The aim is to ensure that the system for making awards is fair and transparent.

3.2 The assessment process Phase 1

All applications received are processed by the Arts Council as follows:

1	Applications are acknowledged.
2	Applications are assessed for eligibility, and any that are ineligible are excluded.
3	The application is assessed and scored by the executive.
4	The executive recommends an application is shortlisted or not shortlisted for Phase 2 based on the score.
5	All decisions are communicated in writing to the applicant. Shortlisted applications are invited to apply to Phase 2.

Time frame

- The Arts Council expects to inform applicants of phase 1 decisions for the Open Call in June/July 2021

3.3 Criteria for the assessment of applications

Applications are assessed in a competitive context and with consideration of the application form and the supporting materials submitted. All applications are assessed against criteria of **a)** artistic merit, **b)** how they meet the objectives, purpose and priorities of the award, and **c)** feasibility. Each of these criteria is described in turn.

While applicants may select other artforms/arts practices as being relevant to their application, the application will be assessed by the team responsible for the chosen primary artform, and which may, in certain instances, ask for a secondary assessment from another team.

Artistic merit

The assessment of artistic merit focuses on the applicant's previous practice as well as on the nature of the proposed activity, and includes consideration of:

- The quality of the idea and the proposed arts activity as outlined in the application form and in the supporting materials submitted
- The track record of the artistic personnel involved in the project demonstrated through the CV(s) and other supporting materials submitted
- The potential of the applicant/proposed artist demonstrated through the application form and other materials submitted
- The artform/arts-practice context in which the activity is proposed
- The ambition, originality and competency demonstrated by the proposal.

Meeting the objectives, purpose and priorities of the award

Applications are assessed on how well they meet the objectives and priorities of the award – see section **1.2 Objectives, purpose and priorities of this award** for details of these.

Feasibility

The assessment of feasibility considers the extent to which the applicant demonstrates a capacity to deliver the proposed activity and the level to which it enhances the impact of public funding. This includes consideration of:

- The personnel involved in managing, administering and delivering the project
- The extent to which the applicant demonstrates the provision of equitable conditions and remuneration for participating artists
- The involvement of project partners
- The proposed budget
- Other sources of income
- Project management.

3.4 Scoring process

The Arts Council scoring system for the Open Call Award is intended to provide clarity to applicants as to how their application has been evaluated against the assessment criteria. The scores offer an indication as to the extent to which applications are deemed to have met each criterion.

Assessors will consider applications using their professional judgement based on the information provided within the application, their knowledge of the work of your organisation in the public domain, their knowledge of the wider arts landscape, and the competitive context in which all applications are evaluated.

Assessors may award a score to the nearest 0.5.

The scores to be used are as follows:

Numeric score	Word value	Explanation
6	Exceptional	The application addresses all relevant aspects of the criterion comprehensively and in an exemplary manner. There are no shortcomings whatsoever. This score is reserved for the very best elements of applications and will be used very sparingly.
5.5		At the top end of 'Excellent'.
5	Excellent	The application addresses all relevant aspects of the criterion convincingly and successfully. It provides all the information and

		evidence needed, and there are no concerns or areas of weakness.
4.5		At the top end of 'Very good'.
4	Very good	The application addresses the criterion very well. It gives clear information on the evidence needed. Any concerns or areas of weakness are minor.
3.5		At the top end of 'Good'.
3	Good	The application addresses the criterion well, although some improvements could be made. It gives information on nearly all of the evidence needed, although there are some gaps.
2.5		Between 'Sufficient' and 'Good'.
2	Sufficient	The application broadly addresses the criterion, but there are weaknesses. It gives relevant information, but there are several areas where detail is lacking or the information is unclear.
1.5		At the bottom end of 'Sufficient'.
1	Poor	The application provides very little evidence or relevant information in the context of the criterion, and is not compelling or persuasive in a competitive-funding context.
0	Inadequate	The application fails to address the criterion or cannot be judged due to missing or incomplete information.

How are scores weighted?

Each score offered under each criterion will be multiplied by a weighting to get a rating. The ratings are determined by the relative importance the Arts Council places on each criterion. The final score is expressed as a percentage.

The following percentiles and weightings will be used:

	Percentile	Weighting
Artistic merit	40%	(6.66)
Meeting the objectives, purpose and priorities	40%	(6.66)

Feasibility		20%	(3.33)
Total		**100%**	

Example

Criterion	Score	Weighting	Percentage
Artistic merit	5.0	(6.66)	33.3%
Meeting the objectives, purpose and priorities	3.0	(6.66)	19.9%
Feasibility	4.0	(3.33)	13.3%
Total			**66.5%**

How do scores relate to the shortlist?

Scores will determine the shortlisting of applications in phase 1 of Open Call. Applicants must achieve the following minimum requirements to be shortlisted and invited to take part in phase 2 of the Open Call Award:

- Applications must score a minimum of 1.5 in each criterion area
- Applications must achieve a score that places them in the top thirty per cent of total applications assessed.

3.5 Outcome of applications

All applicants are informed in writing about the outcome of their application.

If your application is successful, you will be sent a letter inviting you to apply to Open Call Phase 2.

If your application is not successful, you can request feedback from Arts Council staff. Eligibility and compliance with application procedures alone do not guarantee receipt of an award.

Unsuccessful applicants are not eligible to apply for another Arts Council award to undertake the same activity. If the Arts Council feels that the proposed activity would have been more suited to a different award programme, an exception may be made. In such circumstances, you will be informed in writing.

Appeals

Applicants may appeal against a funding decision on the basis of an alleged infringement or unfair application of, or deviation from, the Arts Council's published procedures. If you feel that the Arts Council's procedures have not been followed, please see the appeals process at http://www.artscouncil.ie/en/fundInfo/funding_appeals.aspx or contact the Arts Council for a copy of the appeals-process information sheet.