Artist & Community Collaboration

Award Scheme 2027

Comhairle Contae Chill Mhantáin
Wicklow County Council

Wicklow County Arts Office

arts council ealaíon funding the arts

1 BACKGROUND

Wicklow County Arts Office established the Artist & Community Collaboration Award Scheme as one of several funding streams designed to support artists, arts participation and art form development. These initiatives are integral to Wicklow County Council's broader efforts to encourage excellence in the arts and enhance community involvement in artistic endeavours across the county.

2 SCHEME PURPOSE

Participation and access are core strategic objectives of Wicklow County Arts Office. This award scheme will enable artists and communities to actively engage in arts programmes, explore their creativity, interact and exchange ideas with others and embark on new learning journeys.

The Artist & Community Collaboration Award Scheme 2027 creates opportunities for artists and communities of place or communities of interest to grow new ideas and resource themselves to develop something new, test out innovative thinking and explore ways of working collaboratively to create a new project or programme. Professional artists and community groups are invited to apply for this scheme.

Applications are welcome from all art forms including music, visual arts, theatre, dance, literature, architecture, animation, performance, circus, traditional arts, film and drama.

Before submitting an application, artists and community groups are required to have already approached the respective artist or community group collaborator and must provide written confirmation of their commitment to the proposal.

The primary objective of the Artist & Community Collaboration Award Scheme is to facilitate an artist and community partnership in any artistic discipline, aimed at active collaboration and engagement in a high-quality project or programme that nurtures the creative growth of both the artist and the community, with the public presentation of work.

This award funding is designed to cover one of the following areas, either partially or in full:

1. A research and production phase of a planned initiative or
2. The production or realisation of a new arts project or programme in 2027

Please note: while the maximum award under this scheme is capped at €8,000, awards are often made for lesser amounts.

The deadline for proposals to be completed and report documentation submitted to Wicklow County Arts Office is **31st October 2027.**

3 ASSESSMENT CRITERIA

To be considered for the Artist & Community Collaboration Award Scheme, applications should exhibit the following:

Extent of collaboration evidenced:
↳ Demonstrate a well-defined and considered plan describing how the collaboration and engagement will be developed and managed and clearly assigned roles and responsibilities

↳ Provide a timeline detailing project delivery, promotion and evaluation

Benefit to both artist & community:
↳ Outline of how the proposal will mutually benefit both the artist's professional growth & the community group's artistic development

Excellence of artist's work:
↳ Demonstrate an inventive, ambitious, and innovative approach to the proposal

↳ Evidence of the artist's professional background (through the artist's CV and accompanying documentation)

Financial feasibility of proposal:
↳ Provide a breakdown of project expenses in the budget document including a breakdown of any additional sources of funding or income if applicable (e.g. cash, in-kind support, third party contributions). Proof of additional sources of funding / income must be provided

↳ Demonstrate and evidence the lead applicant's ability to manage and deliver the proposal

Background to community group and evidence of ability to deliver:
↳ Describe the community group's shared interests, broad objectives, and proven capability in project management

↳ Provide a project timeline (for project completion within the specified timeframe of the award)

3.1 WHAT IS NOT ELIGIBLE

↳ For-profit, charity or fundraising projects

↳ Deficits or start-up costs for new organisations

↳ Alcohol / Entertainment / Hospitality / Food & Drink expenditure

↳ Projects where the majority of activity take place outside County Wicklow

↳ Insurance costs that exceed 10% of the awarded amount

↳ Purchase of fixed / capital assets such as reusable equipment after the project is complete (e.g. instruments, cameras, computers, etc.)

↳ Proposals where the bulk of expenditure comprises of equipment hire / overhead / administrative costs

↳ Incomplete applications or applications without relevant supporting documentation

Note: Applications that are ruled ineligible will not be assessed

4 ASSESSMENT PROCESS

To ensure a comprehensive evaluation process, applications will be reviewed by a diverse panel, bringing together arts managers, practitioners, curators, and producers to provide both technical artistic expertise and regional context.

The assessment panel will be given access to submitted applications for the purposes of evaluation, shortlisting, and recommending award recipients.

Applications are competitively evaluated based on the application details and supporting documentation provided.

5 CONDITIONS

All awards are subject to the availability of funds. Awards may be withheld at the discretion of Wicklow County Council. The community group must be based in County Wicklow and the project must take place in County Wicklow

The lead applicant (i.e. either community group or the artist) is required to have an active bank or credit union account into which the awarded funds will be deposited if the application is successful. The lead applicant must pay the artist and any other expenses relating to the proposed project directly from the awarded funds

The lead applicant must have access to appropriate facilities for the proposed project, i.e. digital capacity, storage, heated room, toilet facilities, hot & cold running water, committee, chairperson, caretaker, etc., and ensure it is sufficiently accessible

Applications and supporting documentation must be submitted online via the platform **Submittable**. No emailed or posted applications will be accepted

Applications must be complete and have all relevant supporting documentation. Incomplete and / or late applications will not be accepted

All applications must adhere to the guidelines set out in this document

Applicants **must** have obtained any permissions / licences needed to carry out a project in advance of submitting an application

Applications will be assessed by a panel of professional arts practitioners and will include representation from Wicklow County Council

The assessment process takes approx. 6 - 8 weeks from the scheme deadline. Applicants will be notified about the outcome as soon as is practicable

On completion of a project, successful applicants must submit a brief evaluation report, an expenditure report, and high-quality visuals by the specified deadline before the final funding instalment will be released

Successful applicants must maintain Public Liability / Employers Liability and / or Professional Indemnity insurance as appropriate and must provide evidence of insurance coverage if / when requested

Wicklow County Council and the Arts Council must be credited in any publicity relating to the work supported under this scheme. Successful applicants will receive a letter of offer detailing specific branding and crediting requirements

If a launch or celebration is organised as part of the project, the Wicklow County Art Office must be notified in advance and invited to attend

Where relevant, compliance with best practices and legislation in Child Protection as outlined by the Department of Children, Disability and Equality must be adhered to, in addition to Wicklow County Council's procedures regarding Garda vetting

It is expected that proposals should be realised in full within the timeframe specified in the application. Any alterations to the project timeframe must be submitted to the Arts Officer in advance. The Arts Officers' decision on the matter is final.

Wicklow County Council reserves the right to review the Award Scheme at any time and as a result, may make any changes necessary without any prior notice to applicants

Please note: due to the high volume of applications, it may not be possible to provide detailed feedback

6 DOCUMENTATION & EVALUATION

Projects supported under the Artist & Community Collaboration Award Scheme must be documented throughout the lifetime of the project. The final report submitted must include the following:

↳ An evaluation report to include a project summary, results, key insights, challenges, timelines, impact of the award, reflection of the overall experience(s) throughout the project from the perspective of the artist(s), participants, coordinating organisation or community group

↳ A detailed expenditure report showing an itemised breakdown of all costs incurred, along with proof of payment i.e. receipts or paid invoices equal to the value of the grant amount awarded

↳ A visual record (images / video) of the main stages of the project, showing the project in action or the project outcomes. A minimum of 3 high-quality digital images are required. Wicklow County Council reserves the right to use these images for publicity relating to this scheme

↳ Evidence of your recognition / accreditation of Wicklow County Council's financial contribution to the project e.g. newspaper articles, advertisements, reports, promotional material, etc. If a permanent artwork is created, Wicklow County Arts Office must be credited alongside the permanent work

7 HOW TO APPLY

Read all documentation carefully.

Under the 'Apply Online' section on our website, click on the 'Apply Here' link, select the 'Submit' button (located next to 'Artist & Community Collaboration Award Scheme 2027') and complete the following:

↳ Enter all relevant details on the online application form (emailed / posted applications will not be accepted)

↳ Upload your 2027 project budget. **You must use the budget template provided on our website.** Ensure the amount of grant funding you are seeking is included on the budget document. Evidence of funding support from other sources will reflect positively in the assessment of proposals

↳ Upload supporting documentation which must include:

» Up-to-date Artist CV (max 2 pages)

» Up-to-date collaborator(s) CV(s) if applicable

» Up to 5 examples of your work or items that demonstrate your track record. This can include images, reviews, letters of support, and audio or video recordings (links to YouTube, Vimeo, MP4, etc.)

» Written confirmation from the community group's leadership (director / chairperson) confirming that all collaborators are aligned and ready to participate in the co-created project

» Upload any project-related permits or licences secured (if relevant)

7.1 SUCCESSFUL APPLICANTS MAY BE REQUIRED TO PROVIDE THE FOLLOWING:

↳ Tax Clearance Confirmation

↳ Evidence of Public Liability, Employers Liability and / or Professional Indemnity insurance as appropriate

↳ Garda Vetting documentation, if applicable. Documents requested must be presented in person to Wicklow County Arts Office

For questions or application support, please contact **wao@wicklowcoco.ie**
This service is available until 4pm on Friday, 4th December 2026

Please make your subject line 'Artist & Community Collaboration Award Scheme 2027'

APPLICATION DEADLINE

Friday 11th December 2026 at 4pm

Applications must be submitted via the online platform **Submittable**

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