



Dún Laoghaire-Rathdown County Council

Musicians-in-Residence Scheme 2023

Guidelines for Applicants

Closing Date: Tuesday 7th March 2023 at 2:00 pm

The Dún Laoghaire-Rathdown County Council Musicians-in-Residence Scheme is jointly funded by Dún Laoghaire-Rathdown County Council and the Arts Council, and is managed by Music Network. Three residencies are offered in 2023: two for established musicians/groups and one for an emerging musician/group. Residencies will take place between April and October 2023.

Aims and objectives:

The aim of the Musicians-in-Residence Scheme is to provide opportunities to develop and showcase new work which may be compositional and/or performance focused i.e. to create new material and/or to develop a new artistic collaboration. The cultural environment of Dún Laoghaire-Rathdown and beyond will be enriched through engagement by the musicians with a broad demographic via presentations of a series of digital updates to illustrate the creative process throughout and performances at the end of each residency to showcase new work.

The primary objective is to provide opportunities for musicians to create and develop new work.

Additional objectives are to:

- create opportunities for musicians to showcase new work
- develop musicians' skills in relation to collaborating and presenting in-person and online
- support musician career development through advice and/or mentorship
- provide the public with an opportunity to gain insight into the creative process and access high quality music performances
- ensure artists are fairly remunerated for their work.

Who can apply?

- established and emerging individual musicians and groups
- musicians working in all genres.

N.B. applicants for residencies (including all members of any group) must either be able to demonstrate a strong connection to Dún Laoghaire-Rathdown (e.g. live, work, originally from or have studied a relevant discipline in, Dún Laoghaire-Rathdown) or propose a project that has a key connection with Dún Laoghaire-Rathdown (e.g. inspired by the location, engages with local communities/musicians etc.)

N.B. previous awardees of the Established Musicians-in-Residence Scheme are not eligible to apply and previous awardees of the Emerging Musicians-in-Residence Scheme are only eligible to apply for the Established Musicians-in-Residence Scheme.

What does each residency involve?

The residencies will be part-time in format, taking place over non-consecutive dates within an approximate 6 to 8 week period. Please note that for 2023, where possible, activities will take place in the dlr Lexlcon Studio. However, depending on availability of the dlr Lexlcon Studio, flexibility around location and scheduling dates for all activities will be required and alternative dates/locations discussed and agreed between dlr Arts Office, Music Network and musicians, if necessary.

Each Residency for established musicians/groups includes:

- allocation of 10 development days within a 6-to-8-week period to develop new work
- engagement with local and wider communities through a series of exciting artistic offerings:
 - 4 digital updates on social media – a series of short video diaries (approx. 1-3 minutes each) to provide insight into the creative process during the residency
 - 1 public performance presented in dlr Lexlcon or another location in Dún Laoghaire-Rathdown. This performance will take place at the end of the residency (date and location to be discussed and agreed)
- advice and support offered by Music Network, to include artistic, career, PR and social media advice, as required
- mentoring sessions beneficial for professional development with external experts (N.B. if proposed, these must be included in the project proposal and budget)
- completion of a short report by the musicians-in-residence at the end of each project plus participation in an external Arts Office review post residency.

Maximum available budget: €5,000 (VAT inclusive).

The Residency for an emerging musician/group includes:

- allocation of 6 development days within a 6-week period to develop new work
- engagement with local and wider communities through a series of exciting artistic offerings:
 - 4 digital updates on social media – a series of short video diaries (approx. 1-3 minutes each) to provide insight into the creative process during the residency
 - 1 public performance presented in dlr Lexlcon or another location in Dún Laoghaire-Rathdown. This performance will take place at the end of the residency (date and location to be discussed and agreed)
- one mentoring session with Music Network relating to PR and social media
- advice and support offered by Music Network, to include artistic, career, PR and social media advice, as required
- mentoring sessions beneficial for professional development with external experts (N.B. if proposed, these must be included in the project proposal and budget)
- completion of a short report by the musicians-in-residence at the end of each project plus participation in an external Arts Office review post residency.

Maximum available budget: €3,000 (VAT inclusive).

Additional Information:

For all residencies, development days and each performance may take place in dlr Lexlcon Studio or in another location in Dún Laoghaire-Rathdown, depending on availability at the time.

N.B. the Studio has no in-house tech staff - for additional information and tech spec *The Studio-Technical Information Guide* for dlr Lexlcon Studio is available on request. Any person working with the selected musician(s) who will be accessing equipment in the dlr Lexlcon Studio must be suitably qualified. If tech staff, recording equipment or additional PA equipment are required for the performance, arrangements must be put in place by the applicant and related costs accounted for within the applicant's budget. Please note that the Studio lighting has a number of pre-set options; there is no access to the lighting rig.

Applicants should make provision for Public Liability Insurance within their residency budget (for in-person activities in dlr Lexlcon), and if necessary, Employers Liability Insurance, as this is a requirement of funding. N.B. please refer to the section on Insurance in Appendix 1 below.

Applicants should note that the residency budget must include **all** associated costs such as technical equipment, sound engineer, collaborating musicians, videographer etc. All details should be included in the proposal outline and budget supplied.

2023 Residency Calendar:

Residency 1: Week of 17th April – week of 5th June

Residency 2: Week of 26th June – week of 21st August

Residency 3: Week of 28th August – week of 9th October

Dates for all residency activities within the above periods are flexible and will be discussed and agreed with awardees. Applicants should list, in order of preference, the residency period they would prefer.

Programme of work:

The details of each Residency Programme will be agreed in consultation with Music Network, dlr Arts Office and the selected musicians. Music Network will supervise the programme and advise musicians throughout. dlr Arts Office will liaise with the musicians regarding logistical arrangements for delivery of residencies i.e. finalising dates for development work & the concert performance and liaising re insurance arrangements.

Selection criteria:

- artistic quality and track record in music performance/composition (N.B. for emerging musicians, demonstrated potential will also be assessed) (45%)
- quality, coherence of proposal (artistic plan, collaborating musicians, ideas on content of performances and digital updates, audience engagement etc.) (30%)
- feasibility of proposal (including the approach to facilitating collaboration/development work and the presentation of the performance, demonstration of fair remuneration of artists should be reflected in the project budget) (15%)
- demonstrated ability in project & budget planning and management (10%).

N.B. it is important to consider **all** of the above criteria carefully when preparing your application as this is a competitive process and all four will be taken into account during the assessment process.

Application procedure:

Applicants must complete an online application form. [Please visit this link](#) and set up a profile on the application portal. You can complete the relevant application in stages (filling in the application form and uploading the below materials) throughout the application period. **The completed application must be submitted by Tuesday 7th March 2023 by 2:00 pm. N.B. late applications cannot be accepted.**

Essential Support Materials: all of the following must be submitted for your application to be eligible:

1. an outline of your proposed programme of work including artistic ideas and approaches, the benefits of the residency to you at this stage of your development as a musician, a list of any collaborating musicians and suggested outlines for the performance and 4 digital updates to showcase development during the residency. (maximum 3 x A4 pages)
2. a short statement outlining either a strong connection to Dún Laoghaire-Rathdown (e.g. live, work, be originally from or have studied a relevant discipline in, Dún Laoghaire-Rathdown) or how your project has a key connection with Dún Laoghaire-Rathdown (e.g. inspired by the location, engages with local communities/musicians etc.)
3. your CV (maximum 2 x A4 pages)
4. biographies of any proposed collaborator(s). When applying as the lead applicant on behalf of an already existing group/ensemble, please include the biographies of other group/ensemble members. (maximum 1 x A4 page per collaborator)
5. up to three audio samples (mp3 format only) along with a Word or PDF document listing the recording details (date, location of recording, start/stop times of relevant section to listen to). Applicants may alternatively list up to three links to audio or video samples in a Word or PDF document, along with the recording details: while professional standard recordings are not essential, recordings should reflect the artistic quality of your work, and ideally the artistic concept proposed
6. 1 minute video clip (e.g. recorded on a mobile phone) which briefly outlines your goals and what you hope to achieve creatively during your residency
7. a detailed budget for your programme including proposed fees (for you and any proposed collaborator(s)/mentor(s) and other programme expenditure).
8. confirmation of your availability for each residency period you are applying for, listed in order of preference.

N.B. please note that successful candidates will be required to undergo Garda Vetting (if engaging directly with under 18s or vulnerable persons) and provide proof that appropriate insurance arrangements are in place in order to commence their residency.

Additional supporting documentation may be provided at your discretion, such as publicity photographs and selected press reviews etc.

Information Webinar:

Music Network will present an **information webinar on 17th February 2022 at 11 a.m.** to outline details of the scheme and to answer any specific questions. [Musicians wishing to attend this webinar should book a place here.](#)

Advance registration is essential. A recording of the webinar will also be made available on Music Network's website/social media channels from 20th February 2023.

Site Visit:

Musicians wishing to make a site visit to dlr Lexlcon Studio in advance of the submission date will be accommodated on **Tuesday 21st February 2023 at 6.00pm**. Members of the dlr Arts Office and Music Network will be available on the evening to answer any specific questions. To book a place please e-mail dlr Arts Office at arts@dlrcoco.ie with the subject line **Musicians Site Visit**. Site visits cannot be accommodated outside of this time.

Assessment procedure:

A panel will consider all applications received and make decisions regarding residency allocations.

Notification of decisions:

Music Network aims to inform applicants about decisions in March 2023. All notifications will be sent by email. Please note that Dún Laoghaire-Rathdown County Council reserves the right not to appoint, if none of the applications received are deemed suitable. In this instance Dún Laoghaire-Rathdown County Council reserves the right to pursue a different selection process. Dún Laoghaire-Rathdown County Council also reserves the right to amend the number of residencies and/or the scheduling of residencies in response to submissions received.

Feedback:

Feedback is readily available upon request where an application has been unsuccessful, for four weeks following communication of results. To request feedback, email Music Network's Operations Administrator, Ciarán Kilbride, at operations@musicnetwork.ie stating the title of your project and contact details.

PR, Marketing and Publicity:

Musicians will be required to work together with Music Network and dlr Arts Office to promote the performances/digital updates and to provide PR materials, as required, including:

- biographical material
- high resolution colour photographs in digital format
- programme information

Music Network and dlr Arts Office will promote residency activities through their websites, e-newsletters and social media. All publicity materials **must** carry the below line of acknowledgement and the following logos: dlr Arts Office, The Arts Council and Music Network, which Music Network will provide to awardees.

“Dún Laoghaire-Rathdown County Council Musicians-in-Residence Scheme 2023”

For further information on Dún Laoghaire-Rathdown County Council Arts Office Musicians-in-Residence Scheme 2023, please contact:

Ciarán Kilbride, Operations Administrator, Music Network, Tel: +353 1 475 0224 / Email: operations@musicnetwork.ie

Appendix 1: Payments/Insurance/Child Protection/Freedom of Information/GDPR

Payments:

Payments to each Musician-in-Residence will be made by Music Network through a 2-stage process. Specified requirements must be met before payment is made at each stage. These and the accompanying payment schedule will be outlined at the initial meeting between the musician and Music Network.

Insurance:

Selected musicians agree to keep Dún Laoghaire-Rathdown County Council fully indemnified against all claims howsoever arising and howsoever caused in respect of any damage, loss or injury of any kind or nature, whether arising directly or indirectly from the provision of the residency. Evidence of Public Liability insurance indemnifying the Council with an upper limit of €6.5 million will be required.

If selected musicians engage others to collaborate with during their residency, they must also have Employer's Liability Insurance of €13 million in place which indemnifies Dún Laoghaire-Rathdown County Council. It is also their responsibility to ensure that collaborating musicians engaged by them have Public Liability cover of €6.5 million which indemnifies both Dún Laoghaire-Rathdown County Council and the musicians.

Child Protection:

The successful candidate will be required to undergo Garda Vetting if engaging with persons that are deemed vulnerable under the National Vetting Bureau (Children and Vulnerable Persons) Act 2013 and provide any additional relevant documentation requested by Dún Laoghaire-Rathdown County Council.

Freedom of Information:

The provisions of the Freedom of Information Act 1997-2003 apply to Dún Laoghaire-Rathdown County Council. Applicants should state if any of the information supplied by them is confidential or sensitive and should not be disclosed to a request for information under the aforementioned Act. Applicants should also state why they consider the information to be confidential or commercially sensitive.

GDPR:

All information provided for this application will be held in line with this Local Authorities Protection Policy and Music Network's Data Protection Policy and will remain in the sole ownership of Dún Laoghaire-Rathdown County Council Arts Office and Music Network. Information supplied in the application will only be used by dlr Arts Office and Music Network for the purposes of administering and managing this particular Scheme. You may withdraw your consent to the retention of the information relating to your application at any point by sending an email to operations@musicnetwork.ie

Appendix 2: Background Information

dlr Lexlcon Library, Dún Laoghaire:

In Autumn 2014 dlr Lexlcon, the new Central Library & Cultural Centre, opened to the public. This iconic public building is a crucial part of a programme of regeneration in Dún Laoghaire. It includes a major commitment to provide public facilities and represents the single biggest investment by the Council in a civic amenity. dlr Lexlcon is a key component in the delivery of the cultural programme in Dún Laoghaire-Rathdown and its environs. It is a vibrant centre of learning and creativity for all those who live, work in, and visit the county. It accommodates general reading rooms with a rich collection of some 80,000 books.

Arts Office:

Dún Laoghaire-Rathdown County Council supports the development of the arts at a local level and aspires to provide opportunities for all who live in, work in and visit the County to engage with the arts as creators, participants and spectators.

Since the Dún Laoghaire-Rathdown County Council Arts Office was established in 1994, the County Council has developed a high-quality programme including exhibitions, learning and participation initiatives, festivals, public art projects and artists' residencies.

The goals of the current Arts Development Plan are:

Goal 1: Public – Engage and Inspire

Goal 2: Artists – Time and Space

Goal 3: Partners – Enrich and Strengthen

Music Network:

Music Network is Ireland's national music touring and development organisation, and was founded by the Arts Council/An Chomhairle Ealaíon in 1986. Making high quality live music accessible to communities throughout Ireland and helping musicians to develop fulfilling careers, Music Network's vision is that of a culture which increasingly values live music in our everyday lives, embracing it as an essential part of a healthy, vibrant society. Music Network delivers a broad range of complementary programmes including a National Touring Programme, Musician Residencies both here and abroad, Learning & Participation projects, The Music Capital Funding Scheme, Commissioning, Training Programmes and other professional development supports for musicians.

The Dún Laoghaire-Rathdown County Council Arts Office Musicians-in-Residence Scheme 2023 is jointly funded by Dún Laoghaire-Rathdown County Council and the Arts Council and is managed by Music Network.

www.dlrcoco.ie/arts

www.artscouncil.ie

www.musicnetwork.ie