

## Dún Laoghaire-Rathdown County Council

### Musicians-in-Residence Scheme 2025

#### Guidelines for Applicants

**Closing Date for Applications:  
Friday 21<sup>st</sup> February 2025 by 2pm**



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.

Dún Laoghaire-Rathdown (DLR) County Council invites professional musicians to apply for residency opportunities in 2025: one for an established musician/group and one for an emerging musician/group.

The aim of the Musicians-in-Residence Scheme is to provide opportunities to develop and showcase new work. New work may be compositional and/or performance focused i.e. to create new material and/or to develop a new artistic collaboration.

If you are an established musician/group you will receive:

- €12,000
- access to the Studio space in dlr Lexlcon for up to 15 days within a 7-month period
- additional development days in dlr Lexlcon Library meeting rooms will be available for 'quiet work'
- 1 concert opportunity to showcase your work
- 1 additional public facing event/showcase/open rehearsal/workshop – we are open to a variety of potential activities which will engage our audiences. There is potential for this to take place in a location other than dlr Lexlcon (e.g. branch library, nursing home, outdoors).

If you are an emerging musician/group you will receive:

- €7,500
- access to the Studio space in dlr Lexlcon for up to 10 days within a 7-month period
- additional development days in dlr Lexlcon Library meeting rooms will be available for 'quiet work'
- 1 concert opportunity to showcase your work
- 1 additional public facing event/showcase/open rehearsal/workshop – we are open to a variety of potential activities which will engage our audiences. There is potential for this to take place in a location other than dlr Lexlcon (e.g. branch library, nursing home, outdoors).

Residencies will take place from May to November 2025 (exact dates/periods to be discussed with awarded musicians). Flexibility may be required around the dates in the Studio, as this is a busy multi-use space.

**How to apply:**

Applicants must complete an online application form, [please click here](#) to go to the application form.

We will ask you to tell us about your previous work and ideas for your residency. This will include what you hope to achieve and how the opportunity will help you to develop as a musician/group. In addition to filling in an application form, you will be asked to upload your CV, audio/video samples of your work, letters of recommendation and a 1-minute video clip telling us about your proposed programme. You will also be asked to upload a detailed project budget and biographies of any musicians, composers or mentors you intend to work with during your residency.

**Closing date for applications: Friday 21<sup>st</sup> February 2025 by 2pm**

**N.B. late applications cannot be accepted. We can only accept one application per artist.**

If you have any difficulty completing the online application form or have any access needs, please contact Music Network by phoning 01 475 0224 or emailing our Operations Administrator, Ciarán Kilbride, at [operations@musicnetwork.ie](mailto:operations@musicnetwork.ie).

**Please read all of the information below carefully before you make your application.**

## Who can apply?

- individual musicians
- groups
- two or more musicians who would like to collaborate
- musicians working in all genres.

In order to be eligible for a Residency, applicants must adhere to the following:

1. individual applicants or all members of any group must **either** live, work, be originally from or have studied a relevant discipline in Dún Laoghaire-Rathdown  
**or**
2. propose a project that is inspired in some way by the county of Dún Laoghaire-Rathdown  
**or**
3. propose a project that engages with communities/musicians etc. based in Dún Laoghaire-Rathdown.

## Who cannot apply?

- previous awardees or lead collaborators of the Established Musicians-in-Residence award
- previous awardees or lead collaborators of the Emerging Musicians-in-Residence award may not apply for this award. However, they are eligible to apply for the Established Musicians-in-Residence award after a period of 3 years.

We welcome applicants who represent the diversity of Irish society. We encourage applications from all areas of the community regardless of your gender, sexual orientation, civil or family status, religion, age, disability, race or membership of the Traveller Community, or socio-economic background.

### **Additional Information:**

- where an application is being made on behalf of an existing or new group/collaboration, one musician should be the 'main applicant'. They will communicate with DLR Arts Office and Music Network regarding all project details and accept payments on behalf of the group/collaboration.
- Composers cannot be the main applicant. However, collaborations could include non-performing composers where this results in performances of new work by the musician-in-residence (i.e. 'main applicant').

### **What does each residency involve?**

- **\*an award of €12,000** (established residency) **or €7,500** (emerging residency). Awards are inclusive of VAT.
- access to a creative space for up to 15 days (established awardee) or up to 10 days (emerging awardee) to develop new work.
- one or more opportunities to engage with the people of DLR via activities such as open rehearsals, workshops, Q&A sessions etc. **N.B.** applicants may decide what style of activity/activities they plan to deliver and outline their idea/s in their project proposal.
- one concert in dlr Lexicon or another location in DLR at the end of the residency. (date/location to be discussed and agreed)
- one 1-hour mentoring session with Music Network's Head of Communications e.g. to cover areas such as PR, social media and/or with Music Network's Head of Programmes for artistic/career advice, as needed.
- opportunity for an informal event or gathering, to be discussed after selection.
- general advice and support available from Music Network - to include artistic and technical advice. Musicians will have an initial meeting with Music Network and are encouraged to contact Music Network to seek advice, as needed, throughout their residency.
- marketing material and PR - Music Network and DLR Arts Office will cover any print and online PR costs associated with concerts (all costs to be discussed and agreed).

- applicants may propose external mentors they would like to work with during their residency, if beneficial for their professional development. Fees for this purpose would be within the €12,000 / €7,5000 award and must be included in the project budget at application stage.
- successful applicants will be asked to complete a short report at the end of the residency.

**\*This award may be used to cover:**

- artist fees (ensuring all musicians/composers, including the 'main applicant', are fairly paid for their time spent working on this project e.g. include rehearsal, performance fees etc.)
- external mentor fees.
- expenses e.g. travel, subsistence etc.
- technical costs e.g. sound engineer, videographer, recording or PA equipment (not listed in Appendix 1: *A Guide the to dlr Lexlcon Studio for Musicians*).
- Public Liability Insurance costs (for in-person activities in dlr Lexlcon), and, if necessary, Employers Liability Insurance. Please see Appendix 2 or contact DLR Arts Office at [arts@dlrcoco.ie](mailto:arts@dlrcoco.ie) or 01 236 27 59 for additional information.

Applicants should note that the residency budget must include **all** associated costs and all details should be included in the proposal outline

**Please note:** dlr Lexlcon Studio has no in-house tech staff. For information about the studio, what equipment is available and how it can be accessed etc., please see Appendix 1: *A Guide to the dlr Lexlcon Studio for Musicians*.

## **When will residency activities take place?**

Residency activities will be part-time across a 3 to 7-month period between May and November 2025. Dates for all residency activities will be discussed and agreed with successful applicants and, where possible, activities will take place in the dlr LexIcon Studio. However, flexibility around location and scheduling of dates for all activities will be discussed and agreed between DLR Arts Office, Music Network and musicians, as necessary. Flexibility, in terms of dates, will be essential.

## **How will Musicians-in-Residence be selected?**

Applications will be assessed by a panel which will include one representative from both Music Network and DLR Arts Office, and an external individual with musical expertise. The decision of the panel will be final.

The following criteria will be used to assess each application:

- **Artistic quality & track record in music performance/composition (45/100)**  
For emerging musicians, demonstrated potential will be considered.
- **Quality of your idea (30/100)**  
Including your artistic plans, details on collaborating musicians/ composers, ideas on content of performances and activities engaging with the community, audience engagement etc.
- **Feasibility of your idea (15/100)**  
Including your approach to developing new work, working with others (where relevant), presenting concerts and community activities. Your project budget must show that everyone involved is paid appropriately for their work.
- **Previous experience of managing similar projects and budgets (10/100)**

**N.B.** it is important to consider all of the criteria carefully when preparing your application as this is a competitive process and all four will be taken into account during the assessment process. Lobbying, at any stage of the process, will lead to disqualification of applicants.

## **Information Sessions:**

**Site visit:** Musicians wishing to make a site visit to dlr LexIcon Studio in advance of the submission date will be accommodated on **Tuesday 4th February 2025 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 email dlr Arts Office at [arts@dlrcoco.ie](mailto:arts@dlrcoco.ie) with the subject line **Musicians site visit**. Site visits cannot be accommodated outside of this time.

**Online Session:** We will hold an online information meeting on **Thursday 6th February 2025 at 11am** to give interested musicians a chance to find out more about the residencies and understand what is needed for this application. [Please click here](#) or contact Music Network's Operations Administrator, Ciarán Kilbride at [operations@musicnetwork.ie](mailto:operations@musicnetwork.ie), or call 01 475 0224 to book a place. A recording of the meeting will also be made available on Music Network's website/social media channels afterwards.

## **When will I hear if my application was successful?**

Music Network aims to inform applicants about decisions by mid-March 2025. All notifications will be sent by email.

**N.B.** if none of the applications received are deemed suitable, DLR Arts Office reserves the right to pursue a different selection process. DLR Arts Office also reserves the right to amend the number of residencies and/or the scheduling of residencies in response to submissions received.

## **Can I ask for feedback?**

Yes. To request feedback, email Music Network's Operations Administrator, Ciarán Kilbride, at [operations@musicnetwork.ie](mailto:operations@musicnetwork.ie). Feedback is available for a period of 4 weeks following communication of results.



**PR, Marketing and Publicity:**

Musicians will be asked to work together with Music Network and DLR Arts Office to promote the residency activities and to provide PR materials, as required, including:

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

Music Network and DLR Arts Office will promote residency activities through their websites, e-newsletters and social media and cover any print and online PR costs associated with your concerts – you do not need to account for these costs within your residency budget.

**For further information on Dún Laoghaire-Rathdown County Council Arts Office Musicians-in-Residence Scheme 2025, please contact:**

Ciarán Kilbride, Operations Administrator, Music Network

Tel: 01 475 0224

Email: [operations@musicnetwork.ie](mailto:operations@musicnetwork.ie)

## **Appendix 1: A Guide to the dlr Lexlcon Studio for Musicians**

[Please click here](#) to open 'A Guide to the dlr Lexlcon Studio for Musicians'

## **Appendix 2: Payments/Insurance/Child Protection/Freedom of Information/GDPR**

### **Payments:**

Payments to each Musician-in-Residence will be made by Music Network in 2-stages. Certain requirements must be met before each payment is made. All details will be clearly outlined in an initial meeting between the selected musicians and Music Network.

### **Insurance:**

Selected musicians agree to keep DLR Arts Office 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 DLR Arts Office. It is also their responsibility to ensure that collaborating musicians engaged by them have Public Liability cover of €6.5 million which indemnifies both DLR Arts Office and the musicians.

**N.B.** proof that appropriate insurance arrangements are in place will be required from the selected musicians in order to commence their residency.

### **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 DLR Arts Office.

**Freedom of Information:**

The Freedom of Information Act 2014 applies to DLR Arts Office. This Act gives people the right to request information held by public authorities and the right to have personal information held about them corrected or updated where the information is incomplete, incorrect, or misleading.

If you feel that any of the information you submit as part of your application is confidential or sensitive, you should let DLR Arts Office know. You must clearly state why you think the information is confidential or commercially sensitive, and why it should not be released as part of a request for information under the Freedom of Information Act 2014.

**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 DLR 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](mailto:operations@musicnetwork.ie)

## **Appendix 3: 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 DLR 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 Arts Office is responsible for nurturing and developing the Arts in the County. Since the DLR 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. We support and fund artists and arts organisations in the County. We champion grassroots initiatives, community projects, and cultural events that embody our local identity. Through partnership, we feed into a dynamic cultural ecosystem, working with the Arts in schools, community centres, healthcare settings, libraries, and youth services. Most of all, we work to provide equitable access to the Arts for all.

### **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.

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[www.dlrcoco.ie/arts](http://www.dlrcoco.ie/arts)

[www.artscouncil.ie](http://www.artscouncil.ie)

[www.musicnetwork.ie](http://www.musicnetwork.ie)