Tyrone Guthrie Centre Residency Bursary 2027/2028

For opportunities taking place from 1 April 2027 – 31 March 2028

Application Criteria and Guidance Notes

Deadline for applications: Monday 7 December 2026, 11:59pm (sharp)

General Conditions of Application:

- All applications must be: completed in full, submitted with all necessary supporting information and received by the closing date set out in the advertisement and application form.
- Late / incomplete / retrospective applications will not be considered.
- Applications to the Tyrone Guthrie Centre Residency Bursary will open every year.
- Bursary awards are subject to budget approval.

Applications can be submitted via:

Online via: https://andculture.org.uk/funding/bursaries

If you require this application form in a different format, please email artsgrants@ardsandnorthdown.gov.uk or phone 028 9181 0803 before the deadline date.

Please read these guidance notes carefully before submitting an application

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Ards and North Down Borough Council

Tyrone Guthrie Bursary

Residency at The Tyrone Guthrie Centre, Annaghmakerrig, Co. Monaghan

Please refer to the criteria below before completing the Application Form

For residencies taking place between 1 April 2027 – 31 March 2028

DEADLINE: **Monday 7 December 2026, 11:59pm (sharp)**

The aim of Ards and North Down Borough Council's Arts Bursary scheme is to enhance professional development across all art forms.

This bursary award is for a one-week studio residency for one individual artist at The Tyrone Guthrie Centre, Annaghmakerrig. A maximum of four professional artists will be awarded for the 2026/27 financial year*. Applicants may only submit one application form.

One of the available bursaries will be prioritised for an artist with a disability. Ards and North Down Borough Council is committed to supporting artists with disabilities across all art genres. This bursary is awarded in memory of Chris Ledger, late CEO of the University of Atypical.

Application for the Ards and North Down Bursary to The Tyrone Guthrie Centre 2027/28 is by an online application form available via our website: https://andculture.org.uk/funding

If you require special assistance with this application process, or would prefer to complete a Word version of this application, please contact us before the deadline (no later than 12 noon on Monday 30 November 2026) so this can be arranged. Email: artsgrants@ardsandnorthdown.gov.uk for more information.

**Awards are subject to budget approval*

Timescales

Scheme advertised	From 20 Aug 2026
Scheme open	2 Nov - 7 Dec 2026
Date of Assessment	Week commencing 14 Dec 2026
Award and regret letters issued	From 4 Jan 2027

Letter of acceptance received	Within 30 days of Letter of Offer
Completion of grant period	31 March 2028
Claim to be submitted	N/A payment made directly to Tyrone Guthrie Centre
Monitoring Form to be submitted	Within 30 days of completion of residency
Close of Scheme	31 March 2028

Who is Eligible?

To be eligible you must meet all the following:

- Be resident within the Ards and North Down Borough Council Area.
- Be a practicing professional artist[1] in a recognised art form[2]
- Aged 21 years+.

The applicant must be able to:

- Demonstrate a high-quality professional practice.
- Have relevant experience and significant achievement in their creative practice.
- Be able to clearly demonstrate what they wish to accomplish during their residency, and clearly outline the benefits the residency will provide for the applicant and their practice.
- The residency cannot start before 1 April 2027 and must be completed by 31 March 2028.

The following essential documentation must be provided with your application:

- Up-to-date Artist CV
- Support materials of your artistic practice (Images* and other supporting materials that would be relevant to your practice where applicable: EG: publications/examples of writing, audio recordings for examples of music, short video footage of performances, etc)

It is recommended that you compile the essential documentation in the following formats before completing your application online, ready to be uploaded:

- Up-to-date Artist CV (PDF or Word document ONLY)
- Supporting materials in the following formats where applicable (Images in JPEG or PNG format ONLY no less than 1MB, video files no more than 60 seconds in length and less than 25MB, publications as one PDF document no more than one page in length per example)

** A maximum of 6 high quality images can be provided. Images which show examples of artists' work should be of high quality/resolution and clearly demonstrate the work. If you require further information on photographing your artwork, see Appendix 3.*[3]

Failure to meet the eligibility and/or supply the requested essential documentation at time of application will result in your application not being assessed.

[1] See Appendix 1 for definition of *practicing professional artist*
[2] See Appendix 2 for definition of *recognised art form*
[3] See Appendix 3 for *Tips for photographing your artwork*

Further Information

Applicants should show significant achievement in their chosen field by providing supporting evidence appropriate to their particular art discipline. For example: writers should already have published in book form; visual artists should have had solo exhibitions in reputable galleries; composers, musicians, performers should have had their work commissioned, recorded or performed. Otherwise, the applicant must demonstrate a high degree of promise attested by references from established figures in the arts.

Applicants who were successfully awarded a bursary to The Tyrone Guthrie Centre from Ards and North Down Borough Council in the previous financial year (1 April 2026 – 31 March 2027) will not be applicable to apply for the following financial year (1 April 2027 - 31 March 2028). Applicants in visual art/craft will however still be able to apply to the Ballinglen Arts Foundation Bursary for the 2027/28 financial year. Please note that priority may be given to those applicants who have not received this bursary before.

Scoring

Applications will be scored on the following criteria:

- Does the applicant meet all of the eligibility criteria? ***(Yes – Eligible / No – Ineligible)***
- Quality of applicant's current artistic practice and experience of applicant **(35%)** ***Assessed under Qs 8 – 12 of the application form***
- Quality of work proposed and applicant demonstrates how the residency will benefit their artist's practice/skills **(50%)** ***Assessed under Q14.i and Q14.ii of the application form***
- Applicant demonstrates a tangible outcome EG: exhibition, new body of work, publication, etc **(15%)** ***Assessed under Q15 of the application form***

Applications will be scored based on a Scoring Matrix.[4]

A pass mark will be agreed and set before applications are assessed. Those who do not reach the pass mark will not be awarded. Those who do not meet the eligibility criteria will not be assessed.

There are a maximum of four residency awards available for this bursary. Allocations of the residency will be awarded to successful applicants based on ranked scores. One award will be prioritised for an artist with a disability.

Assessment Process

- All bursary applications will receive an automatic email as soon as your online application has been completed and successfully submitted. A receipt for your response will be emailed to you from the address **no-reply@mail1.citizenspace.com** with the subject "**Response received - Response ID: XXXX-XXXX-XXXX-X**". If it doesn't appear in your inbox within a couple of minutes after submitting your application, please check your "spam" or "junk" folder.
- All bursary applications will receive an acknowledgement email after the date of the deadline from the Arts Service of Ards and North Down Borough Council, along with information on the next steps.

[4] See Appendix 4 for details on the Scoring Matrix

- Fully completed and submitted applications received by the closing date and time will be assessed against the criteria detailed in the Criteria and Guidance Notes by an assessment panel.
- Assessment panels will apply a minimum pass mark of 50%; scoring criteria will be detailed in the grant Criteria and Guidance Notes.
- All applicants will be informed by email of the outcome of the assessments once this process has been completed.
- A Letter of Offer will be issued to the successful applicants.

How to draw down the Award

- Payment of the bursary award will be made by Ards and North Down Borough Council directly to the Tyrone Guthrie Centre. No payment or financial award will be given to the successful applicants.
- The return of the Letter of Offer confirms the bursary award to the successful applicants.

What happens to your Application?

- Applications to the Arts Bursaries are assessed after each deadline by a panel made of Ards and North Down Borough Council Officers.
- The deadlines for receipt of applications are published on the cover of the application form. The residency must take place between dates 1 April 2027 – 31 March 2028. Completed applications should be submitted to Ards Arts Centre by the relevant deadline.
- A pass mark will be agreed and set before applications are assessed. Those who do not reach the pass mark will not be awarded.
- There are a maximum of four residency awards available for this bursary. Allocations of the residency will be awarded to successful applicants based on ranked scores. One award will be prioritised for an artist with a disability.
- You will be contacted by email to inform you of the outcome of your application. This usually takes four weeks from the application deadline.
- Please refer the Council website regarding appeals procedure. www.ardsandnorthdown.gov.uk

Equality of Opportunity, Section 75 and Good Relations

Ards and North Down Borough Council is required to have due regard to the need to promote equality of opportunity between

- persons of different religious belief, political opinion, racial group, age, marital status or sexual orientation
- men and women generally
- persons with a disability or without
- persons with dependants or without.

In addition, without prejudice to the obligations above, Council is required to have regard to the desirability of promoting good relations between persons of different religious belief, political opinion or racial group.

Council is committed to fulfilling the Section 75 statutory duties across all functions (including service provision, employment and procurement)

Freedom of Information

Ards and North Down Borough Council is subject to the provisions of the Freedom of Information Act 2000. This Act came into operation on 1st January 2005. Applicants should be aware that the information provided in the completed application document could be disclosed in response to a request under the Freedom of Information Act.

The Council will proceed on the basis of disclosure unless an appropriate exemption applies. No information provided by applicants will be accepted "in confidence" and Ards and North Down Borough Council will not accept liability for loss as a result of any information disclosed in response to a request under the Freedom of Information Act.

Ards and North Down Borough Council does not have a discretion regarding whether or not to disclose information in response to a request under the Freedom of Information Act, unless an exemption applies. Decisions in relation to disclosure will be taken by appropriate individuals in Ards and North Down Borough Council having due regard to the exemptions available and the Public Interest. Applicants should be aware that despite the availability of some exemptions, information may still be disclosed if the Public Interest in its disclosure outweighs the Public Interest in maintaining the exemption. Applicants are required to highlight information included in the application documents which they consider to be commercially sensitive or confidential in nature, and should state the precise reasons, why that view is taken. In particular, issues concerning trade secrets and commercial sensitivity should be highlighted. Applicants are advised against recording unnecessary information.

In accordance with the Lord Chancellors Code of Practice on the discharge of public functions, Ards and North Down Borough Council will not accept any contractual term that purports to restrict the disclosure of information held by the Council in respect of the contract or grant process save as permitted by the Freedom of Information Act. The decision whether to disclose information rests solely with Ards and North Down Borough Council.

Ards and North Down Borough Council will consult with applicants, where it is considered appropriate, in relation to the release of controversial information.

Data Protection

Ards and North Down Borough Council values the right to personal privacy. We collect this information solely for the purposes of this application and do not share it with anyone. We comply with the DPA (Data Protection Act) 2018 and UK GDPR (General Data Protection Regulation), ensuring that information is collected fairly and lawfully, is accurate, adequate, secure, up to date and not held any longer than necessary.

For further information our Privacy Statement can be viewed at https://www.ardsandnorthdown.gov.uk/privacy-and-cookies

Appendix 1

Definition of 'Professional Practicing Artist'

An Artists CV, and up to 6 support materials of examples of work must be included with the application, plus other supporting evidence that demonstrates that you meet the required level of professional experience as listed in the criteria.

Applicants must have a demonstrable high standard of original, quality, consistent body of work with a specialist skill set within their art form AND be working consistently on a full time or part time basis within the arts sectors.

Those who do not meet at least one of the listed criteria will be considered on an individual basis on merit, for example: a recent graduate who has not yet had a solo exhibition or a self-taught artist with a high-quality body of work who does not hold a professional qualification.

A professionally practicing artist is defined as someone who meets at least one of the following (see relevant art form):

Visual Arts / Applied Arts / Craft / Digital Art:

- Degree or Diploma from a recognised third level college in your arts specialism
- Hold Professional Level membership to a recognised arts body (eg: Visual Artists Ireland, Crafts Council Ireland)
- One-person / solo exhibition (including time-based events) in a recognised gallery or exhibition space (EG: Local Authority gallery/arts centre, publicly funded art gallery). Please note any commercial gallery solo exhibitions will only be considered if selected on merit as part of the gallery's visual arts programme.
- Participation in an exhibition/visual art event which was selected by a jury in which professional artists or recognised curators participated (EG: Royal Ulster Academy)
- Participated in a national/international craft/trade show (EG: Gifted-The Contemporary Craft & Design Fair)
- Work is sold at a reputable retail outlet / craft design retail specialist outlet (EG: CRAFT NI)
- Work has been purchased by Government, local authority, museum or corporate client
- Work has been commissioned by Government, local authority, museum or corporate client
- Have been awarded a bursary, residency, materials grant or otherwise grant aided by the Arts Council/Arts Council of Northern Ireland/local authority or other funding body
- Have been awarded tax-exempt status by the Revenue Commissioners, or are on schedule D as a self-employed artist in Northern Ireland

Performing Arts:

- Degree or Diploma from a recognised third level college in your arts specialism
- Hold Professional Level membership to a recognised arts body (eg: Musicians Union, The Actor's Guild)
- One-person / lead performance in a recognised performing arts venue (EG: Local Authority venue/arts centre, publicly funded performance venue).
- Participation in an arts festival or performed at an event programmed by a recognised arts body (eg: local authority arts festival, Grand Opera House, Lyric Theatre, etc)
- Work has been purchased by Government, local authority, museum or corporate client
- Work has been commissioned by Government, local authority, museum or corporate client
- Have been awarded a bursary, residency, materials grant or otherwise grant aided by the Arts Council/Arts Council of Northern Ireland/local authority or other funding body
- Have been awarded tax-exempt status by the Revenue Commissioners, or are on schedule D as a self-employed artist in Northern Ireland

Literary Arts:

- Degree or Diploma from a recognised third level college in your arts specialism
- Hold Professional Level membership to a recognised arts body (eg: The Society of Authors, etc)
- Work has been published by a recognised publisher.
- Participation in an arts festival or performed at an event programmed by a recognised arts body (eg: local authority arts festival, Grand Opera House, Lyric Theatre, etc)
- Work has been purchased by Government, local authority, museum or corporate client
- Work has been commissioned by Government, local authority, museum or corporate client
- Have been awarded a bursary, residency, materials grant or otherwise grant aided by the Arts Council/Arts Council of Northern Ireland/local authority or other funding body
- Have been awarded tax-exempt status by the Revenue Commissioners, or are on schedule D as a self-employed artist in Northern Ireland

Appendix 2

Definition of 'Recognised Art Form'

The following are examples of recognised art forms:

Visual Arts:
This includes traditional painting, drawing, printmaking, illustration, sculpture, photography, and more contemporary forms such as lens-based, installation art and digital art.

Craft:
Craft is considered as those disciplines defined by the Design and Crafts Council of Ireland (https://www.dcci.ie/). This can include ceramics, textiles and fashion, woodworking, silver/goldsmithing, glasswork, stonework. *Please note that in this instance for this bursary scheme, 'Upcycling', candle making / work containing candles or wax melts, cosmetics / soaps / skin care, and electrical goods will not be eligible.*

Literary Arts:
This includes poetry, prose, creative writing, and other forms such as screenwriting and songwriting.

Performing Arts:
This includes music, theatre, dance, and other forms of live performance.

Digital Art:
This refers to artwork created exclusively in the digital space, including online artwork, digital installations, and digital applications that deliver artistic content. It can either exist in the digital space or be translated into a physical object or tangible experience through technology.

AI generated work will not be eligible.

Appendix 3

Tips for photographing your artworks

- Position the artwork on a plain flat surface or hang on a wall, and position the camera looking straight at the artwork.
- Ensure the full artwork is shown in the photograph and not cropped.
- You may provide a detail/close up image of artwork if you have included a photograph of the full artwork as well.
- You may provide scale for the artwork by taking a distance photograph showing the work in situ in a gallery setting.
- Use bright, indirect, natural light avoiding glare/reflections on the artwork or on glass of framed work.
- Do not use your camera flash.
- Do not include other objects in the photograph other than the artwork unless providing a high quality photograph of the artwork in situ in a gallery space.
- Ensure that the photograph is clear (not blurred or too dark) and an accurate depiction of your artwork.
- Please ensure the photograph is of high quality and resolution.

Appendix 4

Scoring Matrix

The following scoring matrix will be applied when assessing applications:

Score	
10	Exceptional response that fully meets and exceeds all criteria.
9	Excellent. Very strong response that meets all criteria with only minor, non-critical gaps.
8	Very Good. A solid application that meets most criteria well, though there may be some areas for clarification or development.
7	Good. Generally good response, meeting the majority of the criteria. Some aspects may be underdeveloped, unclear, or require further detail.
6	Satisfactory. Acceptable application with some strengths, but key elements are missing or inadequately addressed.
5	Fair. Meets some basic criteria but lacks depth, clarity, or cohesion. Shows some potential, but significant development needed.
4	Weak. Does not adequately meet several criteria. Application lacks coherence or clear rationale. Limited potential demonstrated.
3	Poor. Major gaps in response. Application fails to address core requirements and lacks clarity or focus.
2	Very Poor. Severely lacking across all areas. No clear artistic rationale, feasibility, or impact.
1	Inadequate. Completely fails to address the criteria. No artistic merit or relevance apparent. Application may be incomplete or off-topic.
0	Not Applicable. No response provided to relevant criteria, or application is ineligible or disqualified.