

Outdoor Museum Art Strategy



Discussion Paper

November 2017

1. Purpose of Grant

A total budget of £55,000, which allows for a maximum award of £15,000 in any given year, has been allocated by Argyll and Bute Council to the Outdoor Museum. Awards are available for up to a maximum of £3,000 based on a maximum intervention of 50% of the total costs incurred in developing, fabricating / producing and installing an art work in the Outdoor Museum, Colquhoun Square, Helensburgh.

2. Submission Process

There will be one call for applications per year advertised on the Argyll and Bute website, with a maximum available funding pot of £15,000 per annum for a minimum of three years.

| Application Type | Maximum Available Funding | Match Required | Scored by | Final Decision by |
|------------------|--|----------------|--------------|-------------------|
| Type 1 | £500 | 50% | Design Panel | Design Panel |
| Type 2 | £3,000 (inclusive of any prior Type 1 award) | 50% | Design Panel | Area Committee |
| Type 3 | £0 | 0% | Design Panel | Area Committee |

Applications are to be made no later than **Friday 2nd March 2018** with scoring and awards to be made in June 2018.

All works covered by an award must be completed within 12 months of that award being made e.g. if an application for development costs was determined on 5th April 2018, the respective works must be complete by 5th April 2019. If the same group subsequently makes an application for production/installation costs, those works would need to be complete within 12 months of the later award date.

3. Application Types

Type 1: Applications for Development Costs

The maximum funding available for initial development costs is £500 in respect of any single application and for not more than two such awards to be made in any given year. A minimum of 50% match funding is required for applications to be considered. This award can cover the following costs:

- Appointing an artist to develop a design;
- Professional advice on technical aspects of production of design;
- Professional advice on production costs.

Applications for development costs will be accepted once annually. Applications for development costs should complete this form and return to projects.east@argyll-bute.gov.uk Applications will be assessed by the Design Panel based on eligibility and scoring criteria in Section 4.

Type 2: Applications for Total Costs

The maximum total funding available for developing, fabricating/producing and installing an art work is 50% of total costs up to a maximum of £3,000. A minimum of 50% match funding is required for applications to be considered.

Applications for total costs will be accepted once annually. Applicants for total costs should complete this form and return to projects.east@argyll-bute.gov.uk Applications will be assessed by the Design

Panel based on assessment and scoring criteria in Section 4 and recommendations taken to the Helensburgh and Lomond Area Committee for final approval.

Type 3: Applications for Plinths (No funding required)

If you wish to donate an artwork to the Outdoor Museum, applications for the allocation of a plinth are welcomed. Applications for plinths with no requirement for funding should complete this form and return to projects.east@argyll-bute.gov.uk Applications will be assessed by the Design Panel based on assessment and scoring criteria in Section 4 with recommendations taken to the Helensburgh and Lomond Area Committee for final approval.

In order for your application to be considered, you must supply all information required by

Friday 2nd March 2018

If your submission is incomplete it will not be progressed.

4. Assessment Criteria

The below criteria applies to all application types unless otherwise stated.

4.1 Principles

All applications should meet the following principles:

- That proposed art works must have a direct connection with Helensburgh, Lomond and the immediate local area, its history and/or culture;
- That proposed art works must not be seen as a means of advertising any business;
- That the subject matter of any art works should not cause offence i.e. likely to be upsetting, insulting, or objectionable to some or most people;
- That the materials and methods of fabrication/production for any art work should be of commensurate type and quality as the original installations i.e. artefacts encapsulated in acrylic, bronze and/or stone reproductions of original artefacts;
- Artworks must be in keeping with the character of the Outdoor Museum and surrounding area;
- Interpretation material should be provided to accompany any artwork. This should be included on the plinth itself and provided to be published on the Outdoor Museum website. Applicants must account for costs and design implications of any associated interpretation material;
- Art works should be designed to require little or preferably no maintenance.

4.2 Scoring Matrix

| Criteria | Allocation of score on a scale of 1 to 3 |
|--|--|
| Community Link – proposal must demonstrate a strong link with Helensburgh and the surrounding area. | 1 – partial compliance 2 – good evidence of compliance shown 3 – comprehensive evidence provided |
| Quality – Proposals should provide a high quality artwork of commensurate quality to the existing collection (<i>not applicable to Type 1 applications for Development costs</i>) | 1 – partial compliance 2 – good evidence of compliance shown 3 – comprehensive evidence provided |
| Character – Proposals should be in keeping with the | 1 – partial compliance |

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| character of the surrounding streetscape and should not present an obtrusive or incongruous feature | 2 – good evidence of compliance shown 3 – comprehensive evidence provided |
| Risk – applicant to provide assurance that the artwork can be delivered and installed | 1 – partial compliance 2 – good evidence of compliance shown 3 – comprehensive evidence provided |
| Durability – artworks should be produced in a material which is durable and appropriate with minimal maintenance requirements (<i>not applicable to Type 1 applications for Development costs</i>) | 1 – partial compliance 2 – good evidence of compliance shown 3 – comprehensive evidence provided |

5. Application Form

Please make sure you refer to the guidance in the application pack.

Please complete the form clearly in black ink or type.

| | | | |
|--|---|----------------|---------|
| Q1 | Tell us about you/your organisation | | |
| Name of organisation | | | |
| Name of main contact (<i>To whom correspondence will be sent</i>) | | | |
| Title | | First Name | Surname |
| | | | |
| Job Title or Role within Organisation | | | |
| Address For Correspondence | | | |
| Postal Town | | Full Post Code | |
| Telephone No: | | | |
| E-Mail Address: | | | |
| Organisation's Website Address: | | | |
| Q2 | If you are a branch of a larger organisation or a member of an umbrella body, please tell us which one. | | |
| | | | |
| Q3 | What is the legal status of your organisation? (If applicable please give registration No/s e.g. Charity No/Company No.) | | |
| Charity No: | | Company No: | |

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|-------------------|--|-------------------------|--------------------------|-------------------------|--------------------------|--|--------------------------|----------|--------------------------|-----|--------------------------|----------|--------------------------|
| Q4 | If you are applying on behalf of an organisation, how many people are involved in running your organisation? | | | | | | | | | | | | |
| Committee Members | | Paid Staff Full Time | | Paid Staff Part Time | | Volunteers | | Trustees | | | | | |
| Q5 | What ages are the people your organisation works with? | | | | | | | | | | | | |
| 0-5 | <input type="checkbox"/> | 6-10 | <input type="checkbox"/> | 11-16 | <input type="checkbox"/> | 17-25 | <input type="checkbox"/> | 26-59 | <input type="checkbox"/> | 60+ | <input type="checkbox"/> | All Ages | <input type="checkbox"/> |
| Q6 | Please indicate which type of application you are submitting | | | | <input type="checkbox"/> | Type 1 Development Costs (maximum £500) | | | | | | | |
| | | | | | <input type="checkbox"/> | Type 2 Total Costs (maximum £3000) | | | | | | | |
| | | | | | <input type="checkbox"/> | Type 3 Artwork Donation (no funding required) | | | | | | | |
| Q7 | What value of grant are you requesting (£)? | | | | | | | | | | | | |
| Q8 | What percentage of the total project costs (including VAT) does this represent? | | | | | | | | | | | | |
| Q9 | Please provide details of the sources of match funding. | | | | | | | | | | | | |
| Q10 | What is the proposed artwork? (Please describe the form, design, material, method of fixing and interpretation materials of the artwork. Include details of the durability and quality of materials and workmanship and how the artwork responds to the surrounding environment. Please attach any drawings/sketches as required) | | | | | | | | | | | | |
| | | | | | | | | | | | | | |
| Q11 | Please detail the link between the proposed artwork and the wider community. | | | | | | | | | | | | |
| | | | | | | | | | | | | | |
| Q12 | Please describe the required positioning of the artwork. (Please include details of the type of plinth required and how the artwork will be positioned) | | | | | | | | | | | | |
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| Q13 | Please detail how the proposed artwork will be delivered. (Please provide details of any consultants involved in the project and their role and a timescale for delivery) |
| | |
| Q14 | Please detail any maintenance requirements for the proposed artwork. |
| | |
| Q15 | What barriers or challenges have you thought about in delivering the artwork and are there contingency plans in place? |
| | |

FINANCE SECTION

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|------------|---|---------------|---------|
| Q16 | Tell us how much money you need in order to fund the project you are applying for and give us a breakdown. | | |
| | Item / Activity | Net (£) | VAT (£) |
| | <i>EG. Appointment of artist to develop and produce artwork.</i> | £1,500 | |
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| A | Total cost | | |
| B | How much of this total are you funding from your resources? | | |

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|----------|--|--|--|
| | | | |
| C | How much is coming from other agencies? | | |
| D | Total amount requested in this application (Amount requested D= A-B-C) Please do not request more than 50% of the total cost of the project/activity - up to a maximum of £3,000. | | |

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|------------|--|----------------------|--|
| Q17 | Tell us about any other grant or current applications you have made to Argyll and Bute Council within the past 3 years. (This should include any contracts you have with the Council to deliver services) | | |
| | Grant and Year | Description / Amount | Successful |
| | | | Yes <input type="checkbox"/> No <input type="checkbox"/> Pending <input type="checkbox"/> |
| | | | Yes <input type="checkbox"/> No <input type="checkbox"/> Pending <input type="checkbox"/> |
| | | | Yes <input type="checkbox"/> No <input type="checkbox"/> Pending <input type="checkbox"/> |
| Q18 | Are you applying to any other funders for what you have described in this application? (If you have a pending application please let us know the outcome as soon as possible) | | |
| | Grant Scheme/Funder | Description / Amount | Successful |
| | | | Yes <input type="checkbox"/> No <input type="checkbox"/> Pending <input type="checkbox"/> |
| | | | Yes <input type="checkbox"/> No <input type="checkbox"/> Pending <input type="checkbox"/> |
| | | | Yes <input type="checkbox"/> No <input type="checkbox"/> Pending <input type="checkbox"/> |
| | | | Yes <input type="checkbox"/> No <input type="checkbox"/> Pending <input type="checkbox"/> |
| Q19 | Tell us your bank details | | |
| | Please ensure that these are accurate and include all accounts / funds held | | |
| | Account name of organisation | | |

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| Bank / Building Society name | |
| Bank / Building Society address | |
| Sort code (6 digits) | Account Number (8 digits) |
| Building Society roll number (if applicable) | |
| Who from your group is authorised to sign cheques? | |
| Name | Position |
| Name | Position |
| Name | Position |
| If your Treasurer is not one of the authorised signatories, please give the Treasurers name | |
| | |
| Q20 | Your Signature Must be the main contact as stated in question 2 |
| I confirm that to the best of my knowledge and belief, all replies given on this application are true and accurate. I understand that the supporting information may be requested at any stage of this application. | |
| | |

Signature:

Date:

Q21

Declaration

I confirm that I am authorised to sign this declaration on behalf of the applicant.

To the best of my knowledge and belief all information provided in this application is true and accurate.

Post Held:

Title

First Name

Surname

Address

Post Code

Postal town

Telephone No

Signature

Date

Please email, post or hand in your completed application form with **all** required paperwork to:

**Mhairi Gardiner, Helensburgh and Lomond Civic Centre, 38 East Clyde Street,
Helensburgh, G84 7PG**

projects.east@argyll-bute.gov.uk