

# Applying for a Bursary 2017-2018

For financial assistance from the Isle of Man Arts Council for events in the financial year 1 April 2017 to 31 March 2018, complete the enclosed form and return it to the address below. The deadline dates for receipt of applications can be obtained at [www.iomarts.com](http://www.iomarts.com), by telephoning: **+44 1624 694598** or emailing: [iomartscouncil@gov.im](mailto:iomartscouncil@gov.im)  
Applications will not be considered retrospectively.

## Aim of the Bursary

Item (6) of the Terms of Reference of the Isle of Man Arts Council, as approved by Tynwald on 16 October 1991, the aim of a bursary award is:

*"To assist individuals or groups to represent the Island by participating in appropriate events off the Island or to obtain access off the Island to short term tuition not otherwise available ..."*

The Council has agreed to allocate a sum for the above purposes (i.e., travel and/or course fees). The sum available will be dependent upon Arts Council funds available.

**Individuals or Organisations?** Bursaries can be awarded to individuals, groups and established arts organisations resident or established in the Island.

Applicants are required to provide two (2) original, signed letters of recommendation/support. In the case of school-age children, one of these letters must be from the head teacher of their school.

**Level of Grant:** The maximum Bursary grant to individuals and groups is normally £1,000.

## Terms and Conditions

**Written Report:** Recipients of bursaries are required to submit an End of Project Monitoring Report (including a photograph of themselves taking part in the activity specified) together with receipts for expenditure of the bursary. This report form, together with documentary proof of payments made in connection with the bursary, should be submitted to the address below within two months of the completion of the event or course. The Arts Council reserves the right to use the content of this report and photographs where appropriate, including on its website and social media. Failure to return a completed End of Project Monitoring Report form in a timely manner, together with substantiating receipts for expenditure, will result in funding recipients being required to repay the amount awarded in full and future applications for funding will not be considered. End of Project Monitoring Report forms are available by telephoning the number below or are available for download at [www.iomarts.com](http://www.iomarts.com).

**It is a condition of all bursary awards** that the money awarded is used only for the reason specified in your offer letter. Any unused portion of a bursary award must be returned to the IOM Government, via the Arts Council.

**Publicity:** If the bursary is required to enable participation in an event (festival, tour, gig, etc) it is a condition of the award that the Arts Council is acknowledged on all publicity materials with the wording '*Supported by the Isle of Man Arts Council*'. A copy of our logo is available by e-mail on request or may be downloaded from our website at [www.iomarts.com](http://www.iomarts.com). Examples of your publicity material must be included with your report.

**Failure to declare other income sources** (including Government, Culture Vannin, etc) will result in your application being ruled ineligible. If the applicant is indebted to any Government Department please notify this office as this may affect

## Arts Council Objectives

Please demonstrate how your application meets one or more of the objectives below

- Contribute through the arts to the Island's prosperity.
- Provide a sound and sufficient infrastructure for the arts in the Island.
- Promote Manx cultural identity through the arts.
- Adhere to the good governance principles of the Isle of Man Government.
- To raise the quality of the Island's architecture and built environment.
- Encourage the people of the Island to enjoy the arts, whether through attendance or participation.





## Purpose of Bursary (continued)

Please give a full breakdown of principal costs, including those funded by other sources.

Item	Details	Estimated cost
Travel (ferry / flight costs)		
Course/event fee		
Accommodation		
Other (specify)		
	<b>Total cost</b>	
	<b>Total applied for</b>	

	Source	Amount
Any other income <b>including</b> Government funding and Artist's fees, etc.		

How would the balance be found?

Where did you hear about the Arts Council's Bursary Scheme?

## Declaration

I hereby certify that all the information given on this application is true and accurate. If successful, I undertake to credit the Isle of Man Arts Council in **all publicity** and to abide by any conditions attached by the Isle of Man Arts Council. I also agree to supply **proof of expenditure (receipts) and a full report**. If the applicant is indebted to any Government Department please notify the Arts Council as this may affect your application.

Signature

Date

/ /

Print name

(If under 16 years of age, parent to sign and print name)

Signature

Print name

Relationship to Applicant

## Arts Council Disclosure:

Details of your application may/will be shared in the 2017/2018 Arts Council Annual Report.

**Send completed form, together with supporting information and two letters of support, to:**

Isle of Man Arts Council  
Department of Education & Children  
Hamilton House, Peel Road, Douglas IM1 5EZ  
Tel: +44 1624 694598  
Email: [iomartscouncil@gov.im](mailto:iomartscouncil@gov.im)