

# Rosemary James Memorial Trust Award

Rosemary (Rosy) James died in 2010, having bequeathed over £500,000 to establish an annual bursary in her name to help artists, designers and makers to pursue their careers by developing a new body of work. 'The Rosemary James Bursary' will be administered by the Arts Council on behalf of the Rosemary James Trust. The value of the annual award is up to £15,000.

Rosemary James was born in Belfast in the mid-1940s and attended the Ulster College of Art from 1966-1971 where she studied textile design. Following her studies in Belfast, she took up a teaching post in Bristol, later settling in Cambridge where she continued as a teacher of Art and Design until 2007. She maintained her close connection with Northern Ireland throughout her life with regular visits to her father, Dr James Ford Gillies OBE, former principal of the Belfast College of Technology and an important figure in the establishment of the University of Ulster.

Rosemary James maintained a lifelong commitment to the arts as well as to her birthplace of Northern Ireland. In life, she was an outspoken and colourful character. Towards the end of her life, with typically idiosyncratic humour, she stated that she had every intention of living until she was at least 130 years old, of spending all her 'dosh' on travels and luxuries, and of returning to haunt those who failed to comply with her last wishes.

Rosemary achieved only half of her intended longevity; however, thanks to the generosity of her bequest and the natural eagerness on the part of the Trustees and the Arts Council to fulfil her last wishes, artists, designers and makers in Northern Ireland will now be the significant beneficiaries of Rosemary James' substantial legacy, through the establishment of 'The Rosemary James Bursary'.

**This unique award is directed at makers steeped in practice using materials singly or in combination. Such materials might include fired clay or glass; fine or base metals; textiles using any kinds of applications; wood; plastics; paper or other materials not included in this list, where the emphasis is based upon the transformation of materials through the use of sustained practice towards a series of critical outcomes.**

**It aims to assist makers to investigate and develop a body of work which would otherwise be unaffordable.**

**The period of the award will culminate in an exhibition of work on public display in Northern Ireland.**

# GUIDELINES

## CRITERIA FOR ASSESSMENT

All applications from individual crafts practitioners will be assessed against the following criteria:

### *The Artist*

1. Evidence of the artist's creativity (10 marks)  
*Assessed against history of craft practice, work submitted and written response within the project description section.*
2. Evidence of the applicant's experience as a maker (10 marks)  
*Assessed against history of crafts practice, work submitted and written response within the project description section.*

### *The Proposal*

3. Innovation and/or challenge of the proposal (10 marks)  
*Assessed against written response within the project description section.*
4. The detail and accuracy of planning and budgeting (5 marks)  
*Assessed against financial budget provided.*

### *The Potential*

5. How the proposal may enhance the applicant's abilities from concept to realization. (10 marks)  
*Assessed against written response within the project description section.*
6. Evidence of how the proposal may enhance the applicant's career (5 marks)  
*Assessed against written response within the project description section.*

## WHO CAN APPLY?

Makers steeped in practice using materials singly or in combination in all types of working practice, who must

- Live in Northern Ireland; and
- Be at least 18 years old and not in secondary education.
- Employees of statutory bodies<sup>1</sup>, undergraduates and postgraduates are eligible to apply but they must prove that the funds which they are applying for are costs which are not properly the concern of their employer and are not related to their work or academic study. They must submit evidence of this in the form of a letter on headed paper from their Head of Department. In the case of post-graduate students, the letter must clearly state the title of the student's PhD thesis and include a declaration by the Head of Department. This declaration must state "The project for which funds are being sought does not form part of any academic work undertaken in relation to the above-titled PhD nor will it be assessed as part of any academic course". Applicants

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<sup>1</sup> Statutory bodies includes all schools, Further Education Colleges/Technical Colleges, and Universities.

undertaking a Masters or a PhD must also include a separate statement which provides information on how the project applied for differs from their Masters or PhD work. Please note: The Rosy James Trust may use its own judgement in determining this matter.

## **WHO CANNOT APPLY?**

- Applicants who are in breach of the conditions of any previous ACNI award.
- Students studying in either a full time or part time capacity
- Previous recipients of the Rosemary James Memorial Trust Award

## **WHAT CAN YOU APPLY FOR**

**The main thrust is to be directed towards the body of work and may include**

- Project assistance
- Art materials
- Buying time for own practice/creation of new work. Residencies/Master classes
- Research(materials, technology, practices)
- Collaboration with makers and artists in other disciplines
- Artistic or technical fees including those towards production or post-production costs associated with presentation or exhibition of work
  
- Travel costs, including mileage costs (@25.7p per mile) and air travel
- Subsistence costs @£15 per day.
- Technical equipment related to the project/proposal\* (equipment requests cannot comprise more than 50% of the value of your request)
- IT Equipment \*: (equipment requests cannot comprise more than 50% of the value of your request; a maximum contribution of £1,200 will be made towards laptops and pcs, and £500 towards tablet computers.) \* If you are including costs for technical or creative equipment as part of your application it's important you tell us:
  - why the equipment is necessary for the project and appropriate for your needs
  - why buying equipment is more appropriate than hiring it, where applicable
  - your plans for continued use of the asset after the end of the project
  - your plans for maintenance, storage and insurance, and any additional ongoing costs after the project ends \*If you do not include this information, we may decide not to fund the equipment element of your request.

## **WHAT YOU CANNOT APPLY FOR**

- Projects which take place or start before the decision date for this programme
- Self-Commissioning or publishing costs
- Work that forms part of under-graduate or post-graduate study or is intended to be assessed as part of an academic course

## WHAT YOU CANNOT APPLY FOR (cont)

- Study leading to a professional qualification
- Applications to fund or establish websites
- Prolonged study at centres of further and higher education or fees for same or any cost related to such study or related academic work, including: under- and post-graduate fees; fees for study leading to a professional qualification; travel, subsistence or accommodation.
- Work which forms part of your professional or academic employment. This does not exclude those working in an academic institution or statutory body who are continuing to pursue their craft practice. Applications relating to projects/commissions already in receipt of Arts Council of Northern Ireland funds.

## APPLICATION DEADLINE

Complete and return the application form, all relevant enclosures and supporting material as specified **by email** to [rstephenson@artscouncil-ni.org](mailto:rstephenson@artscouncil-ni.org) .

**Completed forms must be received by the Arts Council by 4.00pm on Friday, 20 January 2023.**

## MAKING AN APPLICATION

Prior to submission of your application, you may seek advice on any aspect of the form from the Arts Council Visual Arts team. Suzanne Lyle is the Head of Visual Arts and a Rosemary James Trust member. She can be contacted at [slyle@artscouncil-ni.org](mailto:slyle@artscouncil-ni.org) .

**You must apply by email.** We will not accept applications in hard copy. Send your completed application form and all the requested mandatory enclosures to [rstephenson@artscouncil-ni.org](mailto:rstephenson@artscouncil-ni.org) .

If you feel you have a disability which affects your ability to complete the application form, please contact the University of Atypical (UoA). The UoA will provide tailored advice and support to D/deaf, disabled and Neurodiverse applicants when submitting applications to ACNI Programmes.

1. **If you do not enclose the mandatory documents your application will be ineligible and will be returned to you without being assessed.**
2. The Arts Council will acknowledge receipt of application forms within 20 working days of the closing deadline.
4. Applications will be assessed against the criteria listed above by the Rosemary James Trust.

5. Following the decision, successful applicant/s will be issued with a letter of offer outlining the conditions attached to the award and the purposes for which the award can be used.

You will not be able to incur expenditure until you have received your letter of offer from the Rosy James Trust. You should take this into account when planning your proposal.

It is important that you read the letter of offer and enclosed conditions carefully before signing and returning it. The letter of offer will set out what you may spend the grant on and by what date the proposal must be completed.

If there are any changes to your agreed project from the original application, you must inform the Rosy James Trust immediately in writing before incurring any proposal expenditure. If you don't tell us about changes you may have to repay the award and this will affect decisions on any future applications you might make.

6. Unsuccessful applicants will receive a letter detailing the reason/s why the application was unsuccessful.
7. On receipt of a signed contract, payment of the award will be made electronically through the BACS system which can take up to three weeks to clear. Ten percent of the award will be withheld until the project is completed and a satisfactory post-project report has been received. The Rosy James Trust will make payments to UK-based bank accounts in the applicant's name only, or to joint accounts where the applicant is a named account holder. Payments are by BACS transfer only. You will need to complete and return the BACS form issued with your letter of offer.
8. Successful applicants will be required to notify the Arts Council of the location of the works on public display and will be required to complete a post-project report and submit a description (not less than 750 and no more than 1,000 words) of the work carried out with the grant. Where possible, you should submit a copy of the completed work, e.g. catalogue/visual images of works exhibited. Copies of travel ticket(s) and receipts for goods and materials purchased must also be returned with the report.

If you do not return the report, description and receipts, we will not pay you the balance of the award and may seek to reclaim previous payments. You will be ineligible to apply for any Arts Council funding while you remain in breach of previous award conditions.

The decision of the Rosemary James Trust is final.

## WHAT SUPPORTING DOCUMENTATION SHOULD I SEND?

**You must provide supporting documentation** (see Section 4 of the application form). Any application received without the required supporting documentation will not be assessed.

**Please note that providing website addresses/links to online support material is not acceptable. Applications which provide such links in lieu of support material will be considered ineligible and returned without assessment.**

**You must be selective about what you submit** – it is better to submit selected high quality examples rather than a large amount of lesser quality, irrelevant material. Treat every application as if it were your first. You cannot assume that all of the assessors will know your work. **All supporting documentation must be correctly labeled and submitted in the most appropriate format (see below).**

**The total size of all your uploaded documents should not exceed 25 Mb.**

**Please note: DO NOT**, under any circumstances, send unique material to the Arts Council office. The Arts Council of Northern Ireland and The Rosemary James Trust will not be responsible for any such material.

## ACCEPTABLE FILE FORMATS FOR YOUR ENCLOSURES

All data must be PC compatible. If non-PC compatible data is supplied, your application will not be assessed. For example, if using a MAC, it is the applicant's responsibility to ensure that any enclosures uploaded to the online application are PC compatible.

We can accept **ONLY** the following file formats:

Image files (JPEG, GIF, TIFF, PNG)

Sound files (MP3, WMA)

Video files (QuickTime – AVI, MOV, MP4, WMV)

Text files (DOC, DOCx, PDF)

Spreadsheet files (XLS, XLSx)

Artists must provide a maximum of 10 images, with an accompanying image list

**OR**

A link to a website address is acceptable, but you must clearly identify which 10 images you wish us to view. If a link or website is not working correctly, your application will be deemed ineligible as critical support material has not been made available.

### Reviews

Copies of reviews are not mandatory. If you wish to include reviews with your application, please limit to a maximum of two.