



O P E N

Commissioning brief

Deadline for Submissions: Wednesday February 24th 2010



1. Introduction

North Kent Local Authorities Arts Partnership, NKLAAP is a partnership of three local councils, Gravesham Borough Council, Swale Borough Council and Medway Unitary Authority, working closely with Kent County Council and Arts Council England, South East.

The Partnership way of working represents an important step forward in maximising the benefits the arts can bring to communities and individuals within each local area. The arts can be a powerful tool for engaging and encouraging local communities to express their needs and aspirations. NKLAAP aims to meet these needs by providing a wide range of projects and opportunities, which are open to communities, schools, groups and artists.

North Kent Partnership joint strategic objectives include:

- Community engagement through the arts
- Festivals
- Public arts and the built environment
- Joined up marketing and audience development
- Arts as a means of community consultation
- Cultural provision in North Kent

In addition, there are a number of agreed shared priorities that should be reflected in all of the activities undertaken by the Partnership. These are to:

- Raise the profile of local cultural activity, infrastructure and heritage
- Market activity across the sub-region
- Retain and nurture cultural talent in North Kent, working with locally based artists and arts organisations wherever possible
- Increase access and opportunities for young people
- Promote the quality of the public realm
- Meet the priorities set out in each Authority's Cultural and Community Strategies

Recent NKLAAP projects include:

- Dance 4 Your Life - A distinctive dance and health programme especially designed for young people aged 14 years old. The project was a creative dance focused, participatory and dance-science

research based activity that has taken place across the NKLAAP region - assessing the physiological, psychological and mental well being of young people.

- Moon View – A public art project by artist Stephen Turner, who created unique interpretations of the moon and nocturnal wildlife during residencies in the wilder parts of Swale, Medway and Gravesham.
- Hei People - A series of three temporary public art installations in Gravesham, Medway and Swale by internationally acclaimed Finnish artist Reijo Kela
- The Hazlitt Theatre and The Changeling Theatre Company – Shakespeare productions performed in various open air venues across the NKLAAP area

Further information about NKLAAP projects is available at www.nklaap.com

2. Project description

NKLAAP are looking to support and enable artists to deliver exceptional projects across North Kent, and to develop audiences for cultural activity.

We are inviting proposals across artforms (including, but not limited to; dance, theatre, visual arts, combined arts, outdoor arts, music, film, performance, new media)

The proposal must develop opportunities for audiences in three local authority areas – Medway, Swale and Gravesham.

NKLAAP will fund a maximum of 50% of the total project cost, to a value of £10,000, to include artist's / project management fees, community involvement, fabrication and installation costs.

Projects must be delivered by November 2010

Proposals should be able to evidence:

a. Artistic integrity

Projects must demonstrate a commitment to high quality and artistic merit.

Quality and merit relate to innovation, creativity, vision, originality and the power to communicate ideas, as well as to the highest possible standards of delivery in all aspects of a project's development and implementation.

b. Professional development opportunities for artists

Including the extent to which the project:

- Offers training or mentoring opportunities for emerging artists / creatives based in North Kent
- Offers opportunities for artists / creatives to work across artforms and disciplines, or in collaborative situations
- Provides formal or informal skill sharing between established and emerging creatives
- Is initiated by a creative and provides unique opportunities for their own professional development

c. Arts leadership

Including the extent to which the project:

- Establishes or extends new partnerships to present a 'new way of working' within the sector
- Advocates for arts projects and audiences in North Kent
- Will be realised through a cross art form or partnership approach.

d. Audience development and a wider understanding of creative practice

Including the extent to which the project:

- Contributes to broadening the reach of arts projects through developing diverse new audiences, and deepens the experience for existing audiences
- Reflect a deep connection with place, making connections for the participants and communities who live and work in the place where the work is commissioned.
- Has positive educational benefits for the general public and the creative community
- Demonstrate a methodology for strong community engagement as audience/ participants, in the development and delivery of the work.

3. Financial requirements

Applicants should demonstrate a commitment to funding the implementation of the project. We would expect the project to achieve a minimum of 50% project fees from other sources. NKLAAP will fund to a maximum value of £10,000 Applicants are advised that funding is limited and this area of work is highly competitive.

4. Advice to applicants

To be considered for funding, applicants must submit information as detailed in Appendix 1. NKLAAP can provide advice on application requirements. Contact details for this are found below.

It is a condition of funding that a representative of the NKLAAP committee participates in the development of the project, and in the selection of participating emerging artists based locally.

5. Making an application

Applications are made as detailed in Appendix 1. The deadline for submissions is 12 noon on Wednesday February 24th 2010

Late applications will not be considered.

6. Eligibility

Applications for art projects for realisation in a publicly accessible environment are considered from individuals, community groups, organisations. The process is open to those who are UK or International residents. NKLAAP is committed to equal opportunities for all and the submissions will be judged as seen, purely on merit and without prejudice.

7. Role of the Artist

The appointed applicant will be responsible for the concept and delivery of the work in consultation with NKLAAP and other funders.

The appointed applicant will take part in the press and marketing opportunities relating to the commission. It is essential that the artist is available for meetings, PR, community workshops etc in North Kent on a regular basis throughout the project delivery.

The artist will be expected to provide regular updated reports on the progress of the project to NKLAAP and attend NKLAAP management meetings as required. Please note that any costs for travel and accommodation incurred by the applicant are included in the overall commissioning fee.

The project will be documented through photography and film throughout the process for NKLAAP's marketing purposes and to ensure lasting legacy.

The Lead Artists will need to be CRB checked and be able to provide proof of Public Liability Insurance prior to the project commencing.

8. Selection

Stage 1

NKLAAP invites artists to submit a proposal and supporting information about existing work as detailed in Appendix 1. A panel consisting of representatives of NKLAAP (Gravesham, Medway/Swale Local Authorities, and Kent County Council) will consider these submissions and select a shortlist of artists/practitioners to go forward to stage 2.

Stage 2

Shortlisted applicants will be invited to interview, and will be asked to expand on the following:

- the concept for the work
- how it relates to the brief
- how the artist would approach its development and delivery
- how the artist will engage and deliver educational / community participation
- how the artist will evaluate the project's success against NKLAAP's criteria
- the budget and delivery of the project

Following the presentations and public consultation, the panel will select one proposal/artist/s to undertake the commission.

9. Timetable

Submissions should be posted to:

Brian Tourle
Arts and Heritage Manager

Gravesham Borough Council
Public Health & Communities
Civic Centre
Gravesend
Kent DA12 1AU

Tel: 01474 33 74 57

Mp: 07786 114 132

E-mail: brian.tourle@gravesham.gov.uk

10. Further information

Further information can be obtained from:

Catherine Herbert
Arts & Heritage Officer
Swale Borough Council
Swale House
East Street, Sittingbourne
ME10 3HT

CatherineHerbert@swale.gov.uk

07957 575794

01795 417426

Appendix I

Submission Requirements

If you wish to be considered for the commission please submit information as follows:

1. Short outline of your proposal
 - Maximum of one side of A4
2. Outline budget
3. Up to ten images of your existing work
 - These must be submitted either as digital files on CD/DVD or as printed A4 images.
 - Digital files must be in JPEG format or QuickTime/MediaPlayer movies of not more than 30 seconds duration each.
 - Digital files and printed images must be labeled with your name and a number corresponding to a printed list.
 - No other image formats are acceptable.

4. List of images

The list of images should identify the images and include the following details: Artist's Name, Number, Title, Medium, Date, Location and Commissioner (if relevant).

5. Curriculum Vitae

Your CV should be headed with your contact details including: name, full address, telephone, email and contact details of 2 professional references. It may include a brief statement about your artistic practice if you feel this is helpful. It should cover no more than two sides of A4.

6. Stamped addressed envelope

If you wish your images or CD/DVD to be returned to you after the selection process please enclose a suitable stamped addressed envelope or a stamped addressed label that can be fixed to the original envelope.