**Muire Gan Smál Presentation Primary, Castleisland**

**Per Cent for Art Scheme**

**Introduction:**

Our Public Art Committee intend to commission a permanent artwork for our school under the Per Cent for Art scheme.

Our school is a mainstream school with special classes. We have boys until first class and girls up to sixth class. There are 150 pupils in our school. We also have a pre-school attached to our primary school.

We are currently building an extension and it will be completed in December, 2017. The extension comprises of 3 classrooms for children with autism, a hall, a sensory room and a sensory garden. We wish to locate the artwork in our new sensory garden

We in Muire Gan Smál strive to foster a supportive and inclusive environment. Our professional and committed staff provide our students with a holistic education, enabling each individual to achieve their full potential.

The brief asks the artist/s to:

* Focus on the proposed location and consider a project which is suitable for a garden area
* To consider that we are a Presentation school
* To consider that a number of children with special needs will access the garden so the artwork must be safe and appealing to the senses

**The Commissioning Process:**

 The selection process will take the form of a Two Stage Open Competition. It is open to all interested professional artists at any stage of their career or experience. Selection will be based on the information supplied, establishing the competence of the artists to carry out this commission**. No designs or detailed proposals are required in Stage 1.**

**Stage 1**

Artists are invited to express their interest in being considered for this project at the first stage of this commission. Artists may do this by completing the application form and submission of a CV and images / details of recent relevant works / projects. The closing date for receipt of Stage 1 completed application form together with supporting documentation and material is 12 noon, Friday June 23rd, 2017.

**Stage 2**

From the completed Stage 1 applications; a shortlist of artists will be selected by panel jury. This panel, whose decision is final, has the right to clarify any issue which may arise in the course of selection. Stage 2 short listed artists will be paid a concept development fee of €200 to work on a detailed proposal for final selection. At Stage 2 a site visit is expected. Muire Gan Smál Presentation Primary reserves the right not to proceed with any submissions received.

**Selection Panel:**

It is proposed that the selection panel will consist of the Principal, 1 Staff member, 1 nominee from the Board of Management and the Project Manager (professional arts expertise).

**Project Delivery Timeline:**

It is anticipated that the project would commence during the summer of 2017 and completion before December 2017. The artist should demonstrate their ability to fulfil this timeframe. The final timeline will be agreed with the commissioned artist at contract stage.

**Budget:**

The total budget for the project €10,000 (inclusive of all related costs). This includes the costs of any materials, artist’s fees, design development, artists’ insurance, supply and installation, signage, travel, and any other costs incurred in the production of the project / artwork. The artist will be responsible for meeting all of these costs out of the total budget allocated. The artist must be tax compliant.

 **Site Location:**

The school is located in the town of Castleisland. It is at the end of a cul de sac and is located along a river walk.

**Site Visits**: Site visits will be arranged (during the week commencing July 3rd) for shortlisted artists at Stage 2 of the commissioning process. Site Drawings will also be made available to shortlisted artists.

**Queries:**

Applicants can make enquiries regarding the commission to presprimary.ias@eircom.net or phone 0667141147

**Guidelines:**

It is recommended that you read these guidelines and supply supporting documentation and material by email (presprimary.ias@eircom.net) as requested

 1. Include a current CV

2. Include photographs of the best examples of your work

 3. Please complete the application form clearly

4. Keep a copy of your application for reference purposes

**Percent for Art Commission**

**Stage 1 – Application Form**

**Name of Artist:** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Contact Address:** (please note all correspondence will be sent to this address) \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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1. **Please give a short description of your work as an artist -**

**2) Artists are asked to submit the following:**

a. Detailed Curriculum Vitae

b. List of previous relevant projects or commissions, cost, time scale to deliver, list of specialist or other contractors engaged by the artist in connection with the completion of these installations

c. Photographs of previous work

d. Names of referees and their contact details

e. Confirmation that if successful the artist is ready to submit current Tax Clearance Certificate, this confirmation is mandatory.

**3) Supporting Documentation**:

To assist in the assessment of your application, supporting documentation should be included and should be submitted and it must be clearly labelled

**Freedom of information:**

Applicants completing this form should note that information provided to Muire Gan Smál Presentation Primary may be disclosed in response to a request made under the Freedom of Information Act (1997 and 2003). Every effort will be made to protect client confidentiality.

**Garda Vetting:**

The successful artist will be subject to Garda vetting procedures.

**Declaration:**

 I have read the award conditions, agree to be bound by them, and certify that the information in this application is correct to the best of my knowledge.

 Signed \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Date \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

This application form and supporting information should be returned by email to the address below:

Presprimary.ias@eircom.net

Closing date for the receipt of completed applications is ***12 noon, Friday June 16th , 2017.***

Please note that applications received after the closing date and time will not be accepted.