



Call for Workshop Facilitators

Hullabaloo! Offaly's Children's Arts Festival

Wed 30 Oct – Sat 2 Nov 2024



Call For Proposals For Childrens' Arts Workshops Hullabaloo! Offaly's Children's Arts Festival

Hullabaloo! Offaly's Children's Arts Festival, is an important annual fixture in the county's calendar of culture and arts festival events. Now in its 18th year, the *Hullabaloo!* focus is on programming engaging and stimulating arts events for 3 – 12-year-olds and their families. The festival runs over four days during the October mid-term break *Wednesday 30 October – Saturday 2 November 2024* in Birr, Tullamore, Edenderry and Clara.

Birr Theatre and Arts Centre and Esker Arts are the principal delivery partners for *Hullabaloo! Offaly's Children's Arts Festival* and will manage the delivery of the programme for 2024, with support from Offaly County Council Arts Office and in partnership with Offaly Libraries, Clara Family Resource Centre and Creative Places Edenderry.

Birr Theatre and Arts Centre and Esker Arts are now seeking proposals from artists, musicians, filmmakers, drama practitioners, dancers, writers (and more!) for workshops/performances and 'mini camps' during *Hullabaloo! Offaly's Children's Arts Festival* in Birr, Tullamore Clara, Edenderry and libraries across Offaly.

Proposal For Workshops

Your proposal should be for a short innovative creative experience for children for age ranges up to 12 years (such as 3- 5yrs, 6-8yrs or 9-12yrs). We are also open to a smaller number of workshops for the 0 – 3 age group. We will consider any art medium.

Workshops for younger children should be from 45 minutes up to a maximum of one hour. Workshops for older children can be one hour, 1.5 hours or up to the maximum of two hours, depending on the art form and proposed workshop. Workshops can be scheduled for Birr, Tullamore Clara, Edenderry and selected Offaly Libraries.

Please note: We require applicants to consider the following when making their submission:

- Their own form of transport or access to transport. Although there is a train service from Dublin/Galway to Tullamore/Clara, public transport between the towns of Edenderry, Tullamore and Birr are infrequent. Festival staff are otherwise engaged and cannot transport artists to venues.
- That you are available for the four days of the festival in order to facilitate scheduling. Confirmed dates will be communicated to successful facilitators in August/Sept.
- Max number of children per workshop will be 12 children
- Parents must accompany children aged 5 and under to all workshops

Assessment Criteria: Proposals Will Be Assessed On The Following:

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| ○ Quality of Submission, Innovation of Workshops/Performances | 25% |
| ○ Experience of delivering similar work | 25% |
| ○ Quality of the art experience for the children | 25% |
| ○ Value for Money | 25% |

Submission

Note Successful Applicants will be required to:

- Sign our festival agreement including child safeguarding statements and Health & Safety Policies
- Provide an in date tax clearance certificate and access number
- Submit insurance details

How to Submit Your Proposal

When submitting your proposal please submit on ONE PDF document the following information:

1. CV with referees
2. Description of the proposed workshop(s)
3. Age range that the workshop(s) is/are intended for
4. Please indicate location preferences if any i.e. Birr (Birr Theatre and Arts Centre), Tullamore (Esker Arts), Clara or Edenderry (varied) or all locations
5. Total Budget should be inclusive of all costs including any artist fee*, materials and travel (please outline each element separately)
6. Image of proposed workshop activity
7. All artists are required to hold an in-date tax clearance number and access number please include same on your proposal
8. All artists are required to show that they hold appropriate insurance cover for the event, please send copy of your insurance policy with your proposal
9. Please state if you have had any child protection training. Facilitators must comply with project partners child safeguarding statements and Health and Safety Policies
10. Indicate any dates you will not be available for the workshops

Workshop Fee*

Workshop fees are standardized:

€100 40min – 1hr workshop

€120 1.5 hour workshop

€140 2 hour workshop

Do not include VAT as VAT is not charged on educational workshops or performances.

Travel expenses are standardised* and are based on your return journeys KM from Home/work to Venue –Should you require travel expenses, please state an estimate distance for your journey in your proposal, (including return journey in KM to the location(s) you propose to facilitate workshops).

**Mileage rates are applied on the basis of 50 cents a km up to a maximum of 200 km.*

Materials: Reasonable costs will be paid for materials. Please list breakdown and total cost of materials required.

Total: Please ensure your proposal includes a total cost, with a breakdown including fee, materials and travel expenses where appropriate.

Closing Date:

No later than 4pm on Monday 24th June 2024

Please email: info@HullabalooFestival.ie

ONE ATTACHED PDF a proposal document
as outlined in 'how to submit your proposal' above.

*Please submit all information saved in one PDF no larger than 5mb as they will get refused by our firewall.
Further information or clarification can be sought from Birr Theatre & Arts Centre, Esker Arts or email us at
info@HullabalooFestival.ie*