

KOROs art scheme for outdoor public spaces (URO)

GUIDELINES FOR APPLICANTS – URO 2015

ONLINE APPLICATION

Before completing the online application, please read the call-out for applications for URO funding 2015 and these guidelines. You must complete all mandatory fields in order for your application to be considered.

Unfortunately it is not possible to save a partially completed application. Accordingly please be sure to have all the necessary information to hand before starting the application process. All files to be uploaded must be in one of the following formats: PNG, JPEG, PDF. No individual attachment may be larger than 2 MB (otherwise you will not be able to submit your application).

YOUR APPLICATION MUST CONTAIN: *NB: All fields marked * must be completed.*

INFORMATION ABOUT THE APPLICANT

- **Type of applicant*** *Select the appropriate alternative:*
 1. **Individual**
 2. **Municipality/county council**
 3. **Organization**
 4. **Other** *Please describe*
- **Name of project coordinator/contact person ***
This is the person who is responsible for the planning, financing and implementation of the project.
- **Name of applicant** *For example, name of the municipality/county council.*
- **Registration no. (if relevant):**
- **Address***
- **Postcode***
- **City***
- **Country**
- **Email***
- **Phone no.***
- **Website**

INFORMATION ABOUT THE PROJECT

- **What the application is for*** *Select the appropriate alternative(s):*
 1. **An art project in a public outdoor space** *Production*
 2. **Preliminary work for an art project in a public outdoor space** *Research or other preparatory work.*
 3. **Dissemination project relating to art in a public outdoor space** *Documentation of temporary projects, production of films or texts, printed materials, new online methods of dissemination or other.*
 4. **Professional projects to promote art in public outdoor spaces** *Seminars, symposiums, workshops, publications or other.*
- **Name or working title of the project***
- **Project partner(s)***
- **Owner*** *For example, the applicant/project coordinator, or perhaps a project partner.*
- **Who will have operational/managerial responsibility?*** *For example, the applicant/project coordinator, or perhaps a project partner.*

- **Are you applying for production support from KORO (URO)?** Yes / no
If yes, describe in no more than 100 words why your project needs production support from KORO. Please note that where KORO assumes responsibility for the production of an art project, the project manager will generally be appointed by KORO. In such cases, KORO will be responsible for project management, organization, dissemination and documentation.
- **Expected project start date ***
- **Expected completion date ***

PROJECT LOCATION*

- **Place/town**
- **Municipality**
- **County**
- **Other** *For example, online or abroad.*

PROJECT DESCRIPTION

- **Brief project description***
Your project description must be between 350–500 words. This description will form the basis of the expert committee’s consideration of your application. The description should contain a short account of your project’s background, conceptual basis, and relevance to the URO program. It must also explain how you plan to disseminate and document the project. (KORO reserves the right to publish this text in its original or an edited form on KORO’s website if your application is successful).
- **Practical implementation and schedule ***
Describe the artistic, professional, technical and practical resources necessary for the implementation of your project. Describe how it will be organized. Include a brief schedule. This text must not exceed 200 words.

FUNDING

- **Amount of URO funding applied for***
- **Own funding ***
- **Other funding ***
- **Attachments: Budget and financial plan ***
This attachment must outline costs associated with the project; your own funding; anticipated revenues; other funding you have received and/or applied for. This attachment must be supplied as a PDF. (NB: this attachment is mandatory.)

OTHER ATTACHMENTS (Optional)

You may also upload a maximum of three other supporting documents, for example, your CV, a more detailed project description or other documentation. Permissible file formats: PNG, JPEG, PDF.

As a supplement to your online application, you may also submit hard copies of publications, other printed materials, DVDs etc. Please note that you may submit ONE copy only of each item. No material will be returned. Clearly label your package with your project title and the words “Attachment to URO application” and mail it to: KORO, PO Box 6994 St. Olav’s plass, 0130 Oslo, Norway.