



Department of Education and Science

Per Cent For Art Scheme

1.0 Background to Scheme

1.1 The principal aim of the Per Cent for Art scheme is to provide funding for public art features in state funded major construction projects.

1.2 **The following is a synopsis of the per cent for art scheme and its application with regard the Department of Education and Science Capital Building Program.**

1.3 The scheme applies to **current** or **proposed** building projects only.

1.4 It should be noted that the scheme is for **major** construction projects only; i.e. projects where a new building is being constructed or a building is being extended and refurbished. Work carried out under the Devolved Minor Grant Scheme or Summer Works Scheme are excluded.

1.5 For guidance on the implementation of the scheme you are directed to the Government publication: PUBLIC ART: PER CENT FOR ART SCHEME- General National Guidelines- 2004. This is available free of charge from The Department of Arts, Heritage and the Gaeltacht, Arts Unit Fossa, Killarney. Telephone No: +353 6466 27334 E-Mail: artsunit@dast.gov.ie. Alternatively it may be downloaded from the Website: [Percent for Art Scheme - www.publicart.ie](http://www.publicart.ie)

2.0 Per Cent for Art Scheme Budgets.

- 2.1 The Government decision of August 1997 approves the inclusion in the budgets for all capital construction projects of up to 1% as funding for an art project, subject to the limits as follows:
- Construction projects costing up to €2,550,000 may include an art budget of 1% of net construction costs i.e. for €2,550,000 the per cent for art total would be €25,500.
 - For projects costing between €2,550,000 and €6,300,000, an art budget of 1% up to a maximum of €38,000 is allowed
 - For projects costing between €6,300,000 and €12,700,000, an art budget of €51,000 is allowed
 - For projects costing in excess of €12,700,000, an art budget of €64,000 is allowed, i.e. this is the maximum figure allowed.
- 2.2 The per cent for art allocation is calculated on the basis of the Net Construction Cost (i.e. the total construction cost excluding contingency sum, excluding VAT.). Design Team fees and fees for planning permission, fire cert approval and utilities should also be excluded from the calculation, as should the cost of loose furniture and equipment.
- 2.3 The actual amount expended may be less, but must not exceed this amount other than when the allocation is being supplemented by private sponsorship.
- 2.4 The per cent for art grant may not be used for any other purposes. It is a grant specifically to fund all the costs of the art project, including commissioning fees and all sundry expenses as well as the commission amount itself. It is entirely appropriate, if desired by the school, for the grant to be supplemented by private sponsorship. However, the Department of Education and Science will provide no supplementary funding. It is the responsibility of the school to ensure that the art project is finished within budget.

3.0 Implementation of the Scheme.

- 3.1 Ideally, planning for the appropriate work of art should be initiated at the early design stage so that the Design Team can make appropriate allowances for the piece during design. The Artist should be introduced to the Design Team who may be in a position to offer advice on lighting, foundations, and structural loading and other matters as may be necessary for the satisfactory completion of the commission. The planning and commissioning process should commence as expeditiously as possible as soon as permission to proceed is given.

- 3.2 The selection and commissioning procedure should be fair, open, transparent and accountable, in line with the normal principles of the public procurement process. Best practice principles are detailed in the:
[Per Cent for Art Scheme General National Guidelines PDF, 3391 KB](#)
- 3.3 **For further advice on procurement procedures consult the [Public Procurement Guidelines July 2004](#) and the [1994 Public Procurement Guidelines](#) both available from the Department of Finance Web-site at <http://www.finance.gov.ie> under Policy Areas & Publications – Guidelines.**
- 3.4 The Contracting Authority (e.g. college, institute, school or other Education Sector body) should establish an Arts Committee to determine options, finalise proposals for spending the per cent for art funds and to select the Artist to be commissioned. The Committee shall comprise no fewer than five and should include the Design Team Leader (normally the Architect). A representative of the Board of Management of the school should also be included. The others can comprise of an Arts Co-ordinator, a professional practising artist, the construction project manager and others as necessary. The Department must be advised of the establishment of the Arts Committee.
- 3.5 The Arts Committee should provide briefing documentation for short-listed artists including for instance:
- Background/history/purpose of the building
 - A description of the architecture or the refurbishment works and a detailed description of the proposed scheme.
 - Scaled drawings of the space
 - The commissioning body's vision for the project and an indication of the range of creative possibilities. The educational value of the proposed art project should also be taken into account.
 - Total value of the commission
 - A timetable setting out building programme and date commission is to be completed.
- 3.6 The successful artist must provide a tax clearance certificate. Full details of the proposed artwork together with the artist's name and value of the commission must be furnished to the Primary Building Unit in Tullamore.

4.0 Payment Schedule.

- 4.1 Prior to commencement of the project a payment schedule should be drawn up and agreed. This can, if required, include phased payments in relation to, for instance, development of the proposal, the purchase of materials, etc. However the entire amount must not be expended prior to the delivery and/or completion of the art project. Final Payment will be made on submission of an invoice, which has been certified by the school to the effect that the art project is complete, meets the criteria specified by the Arts Committee and has been installed. The agreed payment schedule and a program for delivery must be submitted to the Department.

5.0 Conservation and Care.

- 5.1 In the case of permanent arts projects the ongoing maintenance is important. The Board of Management must undertake, in writing, to maintain all art projects commissioned under the scheme.

6.0 Review and Documentation.

- 6.1 A project review should be taken and a written report together with full details of the art project, including a photographic record, should be sent to the Building Unit upon completion.
- 6.2 The above synopsis should be read in conjunction with the Public Art: Per Cent for Art Scheme-General National Guidelines -2004.