



CREATIVE IRELAND – Community Initiative Grant – Clare County Council 2017

APPLICATION FORM

Name of event: _____

APPLICANT DETAILS	
Name of Community Group / Organisation:	
Contact Name:	
Contact Address:	
Telephone:	
Email:	
DETAILS OF PROPOSED COMMUNITY EVENT	
Name of Event:	
Dates:	
Location(s):	
Is this a once-off event? Will it be run in the future, if so please give details?	
Was the event held in previous year(s)?	
Who are you inviting to your event? <i>Please list groups, clubs, and associations as appropriate.</i>	
How have you identified the target group? Who are they? (e.g. local community, diaspora, children)	
State which (one or more) of the five pillars the project relates to and explain its relevance	
1: Enabling the creative potential of every child	
2: Enabling creativity in every community	
3: Investing in our creative and cultural infrastructure	
4: Ireland as a Centre of Excellence in Media Production	
5: Unifying our Global Reputation	



Capacity to deliver: What structures are in place, who will be the main contact, who will oversee it etc.?		
How will you promote the event?		
Do you have any existing website(s) and/or social media for your organisation or this event?		
BRIEFLY DESCRIBE YOUR EVENT <i>Explain the rationale for its existence and how it will support Clare County Council's Culture and Creativity Plan.</i> <i>(Keep to a maximum of 70 words max)</i>		
Please give a breakdown of the events expenditure	Description	Expenditure
Have you received or applied for other sources of public funding? Please circle as appropriate)	Yes	No
If yes, please state the source and amount of funding.		

Closing date for receipt of applications: Not later than 5.00pm Wednesday 12th April 2017

Please send the completed applications and any supporting documentation to:

mailbox@clarelibrary.ie

or by post to: County Coordinator, *Creative Clare*, c/o Clare County Library, Mill Road, Ennis, Co. Clare



Declaration of Applicant(s)

I/we have read and understood the information and criteria applicable to the Fund and agree to comply in full therewith. I/we certify that all information provided in this application, and all information given in any documentation submitted in support of the application is truthful and accurate and that I/we have not applied to any other city / county council for funding for this Event. *More than 1 group member must sign the application.*

Signed: _____ **Date:** _____

Name: (in block capitals): _____

Signed: _____ **Date:** _____

Name: (in block capitals):

On behalf of: (organisation's name):
You should apply directly to Clare County Council

Disclaimer – please read carefully

It will be a condition of any application for funding under the terms and conditions of the Clare County Council – Creative Clare project that the applicant has read, understood and accepted the following:

1. Clare County Council shall not be liable to the applicant or any other party, in respect of any loss, damage or costs of any nature arising directly or indirectly from:
 - a. The application or the subject matter of the application.
 - b. The rejection for any reason of any application.
2. Clare County Council shall not be held responsible or liable, at any time in any circumstances, in relation to any matter whatsoever arising in connection with the administration of activities. In respect of monies provided by Clare County Council, the council does not undertake the role of 'Client' or 'Employer' as defined in the Safety, Health and Welfare at Work Act 2005.
3. By submitting an application, applicants agree to the processing and disclosure of the applicant's information by Clare County Council, and to other third parties if required, for Fund administration, reporting, evaluation and audit purposes; and successful applicants further consent to the disclosure of this information (e.g. name of successful applicant, amount of award, event details, etc.) by these parties in connection with the marketing or promotion of the Fund. Clare County Council and the Department of Arts, Heritage, Regional, Rural and Gaeltacht Affairs are parties to a Memorandum of Understanding which reflects the terms of the arrangement between the parties and all such parties agree to employ appropriate measures to keep applicants' data safe and secure; to prevent its unauthorized or accidental disclosure, access or alteration; and to ensure that personal data will be processed only in accordance with the relevant provisions of the Data Protection legislation.



INFORMATION ABOUT THE GRANT

Clare County Council and *Creative Ireland* are putting together a programme of events as part the *Creative Ireland Programme 2017-2022*. Funding is now available for local groups who wish to organise a community/cultural event in 2017.

What is the purpose of Clare County Council's Creative Clare grant fund?

The key objective of the Fund is to provide support to local and community event organisers for activities and projects that will encourage creativity and cultural participation. The Fund is being administered by Clare County Council, and will be evaluated by the Clare County Council Culture Team.

What Fund amounts are available?

Funding for projects in 2017 is limited, however, over the course of the Clare Culture & Creativity Plan 2017-2022, it is hoped that there will be significant further funding opportunities.

- Clare County Council does not specify the number of projects to be funded under this scheme, nor the size of projects that can apply.
- The minimum amount to any one project will be €500.
- Funding amounts will be allocated based on the nature of the project and the quality of the application. Wide-ranging projects that promote multiple elements of the 5 pillars/themes are encouraged. The onus will be on the applicant to make a strong case.
- Fund amounts will be directly related to the Creative Ireland Programme's Five Pillars, listed below.

The Five Pillars:

In order to be successful, projects must correspond with one or more of the following pillars:

1. **Enabling the Creative Potential of Every Child** - A key objective of Pillar 1 is that by 2022 every child in Ireland will have access to tuition and participation in art, music, drama and coding.
2. **Enabling Creativity in Every Community** - the primary objective of this pillar is citizen engagement with their county Culture and Creativity Plans.
3. **Investing in our Creative and Cultural Infrastructure** - high quality infrastructure is critical for a vibrant arts and culture sector, and investment in this infrastructure underpins social cohesion and supports strong and sustainable economic growth.
4. **Ireland as a Centre of Excellence in Media Production** - The long-term objective of this pillar is to elevate the creative industries including: media, architecture, design, digital technology, fashion, food and crafts, fostering innovation in enterprise.
5. **Unifying our Global Reputation** – the Creative Clare programme presents an opportunity to showcase the best of Clare and develop a positive view of the county internationally. This is an opportunity to work with our existing overseas networks, including town twinning and Clare Associations abroad.



Criteria

The following must be demonstrated:

- The extent to which the proposed initiative(s) maximize community and citizen engagement and mobilization around the key *Creative Ireland* themes
- The extent to which the proposed initiative is aligned to the five pillars of *Creative Ireland*.
- Projects are encouraged to be unique, innovative, creative, interesting and likely to make an impact.
- The potential scope of the project to engage with an identified target audience(s) and/or foster well-being within the wider community.
- The cost of executing the proposed project.
- Any additional supports and funding that may be required and have been secured from relevant stakeholders.
- The feasibility of project completion within the timeframe allocated (i.e. not later than 31/12/2017)
- Be focused on developing strong links with the community
- Demonstrate a capacity to deliver i.e. the Community event Organiser(s) must provide evidence of and have a clear plan for delivering the project
- Have the capability to promote the event and provide a potential for media coverage
- Creative Ireland logo must be included in publicity material
- Clare County Council will not be in control of the locations where works/events take place, therefore it will be the responsibility of the committee to ensure the requirements of the Safety, Health and Welfare at Work Act 2013 and the Safety, Health and Welfare at Work (Construction) Regulations, (where applicable), are implemented. Additional legislative requirements which may apply to the place of work will also need to be considered by the committee.
- In certain circumstances an Event Management Plan will be required. If this is required the committee should appoint an Event Controller to prepare the plan and manage the event
- A post-event evaluation sheet must be completed

Who is eligible to apply?

This fund is open to not-for-profit organizations, local community groups, arts, heritage and cultural groups societies and private companies. Applications by individuals must be in partnership with a community, cultural or heritage group.

To be eligible for funding, the event / project must be based in County Clare and take place before December 2017.

What items and expenses are excluded from the fund?

- Spend on alcoholic beverages, fines, penalty payments, legal cost, audit fees, financial consultancy fees and wages and salaries of consultants.



How do I apply?

You should apply directly to the Clare County Council Cultural Team. Only completed submissions received via the approved application form will be considered. Digital submissions, either on PDF or Word are preferred, and a signed version of the application must be scanned in and then emailed to mailbox@clarelibrary.ie.

Alternatively, you may also submit the applications and accompanying additional documentation by post to: County Coordinator, *Creative Clare*, c/o Clare County Library, Mill Road, Ennis, Co. Clare.

Applications must be received by 5.00pm Wednesday 12th April 2017. ***Incomplete/late applications will not be considered.***

If I am successful how do I draw down the Fund?

Payment will only be made after the event has taken place. In order to receive the payment, the successful applicant must complete a short ***Post Event Report Form*** (to be supplied by the Clare County Council) and provide the following:

- Evidence that the event has taken place (e.g. photographic evidence)
- Receipts for the full costs
- Note: Payment be made to community group and not to individual(s)

Funding not claimed by the agreed deadline will be cancelled.

How will I know if my group has been successful?

Successful applicants will receive a Letter of Offer.

Acknowledgement

Once you have been notified that you have been successful in receiving funding, you must ensure that your event is promoted as part of this initiative and appropriate guidelines to support this will be included with the letter of offer.