**Wexford County Council**

# **Creative Ireland Grant Awards 2019**

## APPLICATION FORM

**Incomplete forms will NOT be considered. Closing date for receipt of applications is Wednesday 8th May on or before 4.00pm**

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| **Section 1: APPLICANT DETAILS** |
| **Name of Applicant**  |  |
| **Organisation (if applicable)** |  |
| **Contact Address** |  |
| **Please outline details of the Organisation/ Creative Practice**  |  |
| **NAME AND CONTACT DETAILS OF THE PERSON DEALING WITH THE APPLICATION**  |
| **Name:** |  |
| **Telephone:** |  |
| **Email:** |  |

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| **Section 2: Project Details** |
| **DETAILS OF PROPOSED PROJECT/EVENT** |
| **Title of Project/Event:** |  |
| **Aim of Project:** |  |
| **Location(s):** |  |
| **Identify the target audience? Who are they?** *(e.g. local community, diaspora, children)* |  |
| **Commencement date of Project:** |  |
| **End date of Project:** |  |
| **Who will be involved in the project:** |  |
| **Was the event held in previous year(s)?** *If yes please give details* |  |
| **BRIEFLY DESCRIBE YOUR PROPSED PROJECT / EVENT - Please ensure that you consider each item under the Selection Criteria set out in the guidelines.****max 300 words** |
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| **Themes of Project:** Select which (one or more) of the themes your project relates to:Please note two or more themes is desirable  |
| **1** | **Well Being** |  |
| **2** | **Sense of Place**  |  |
| **3** | **Heritage (which may include historical exploration & engagement)** |  |
| **4** | **STEAM (Science, Technology, Engineering, Arts & Mathematics)** |  |
| **5** | **Irish Language** |  |
| **Promotion of Project:**How will you promote your project? Have you any existing websites, social media for your organisation?  |
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| **Monitoring of Project / Event:**Please describe how you intend to monitor the progress of the project. |
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| **Section 3: Budget** |
| **Project Budget** Please give details of **all your project costs** (inclusive of VAT)  |
| **Item** | **Description**  | **Cost** |
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| **Total Project Cost** |  |  |
| **\* Grant Amount Sought?** |  |
| \*(Minimum grant available €1,000 – Maximum grant €5,000) |
| **Have you received or applied for other sources of public funding for this project?****Yes No**  |
| **If yes, please state the source and amount of funding**  |
| **Please note that the maximum grant requested is not guaranteed. If this occurs, has the organisation any recourse to raising matching funding?**  |
| **Note:** That invoices/receipts, clearly marked paid, will be required on completion of the project |

**Checklist:**

Please ensure you have included all sections of the application before sending in application, particularly:

* Section 1 – Applicant details
* Section 2 - Description of Project
* Section 3 – Budget

Please ensure all supporting documentation has been included with application – no documentation will be accepted after the closing date.

**Closing date for receipt of applications: Wednesday 8th May on or before 4.00pm**

Digital submissions, either on PDF or Word are preferred, and a signed version of the application must be scanned in and then emailed to arts@wexfordcoco.ie. Applications must not exceed 15 MB in size including support material.

**Disclaimer: Please read carefully**

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

1. Wexford 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:
	1. The application or the subject matter of the application.
	2. The rejection for any reason of any application.
2. Wexford 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 Wexford 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 Wexford 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.  Personal data will be processed only in accordance with the relevant provisions of the Data Protection legislation.

**Declaration of Applicant(s)**

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 we have not applied to any other city / county council for funding for this Event.

**Name: (in block capitals): \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Signed: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**