

Wexford County Council

Creative Ireland Grant Scheme 2019

Guidelines for Applicants

PLEASE READ THESE CAREFULLY BEFORE APPLYING FOR FUNDING

Creative Ireland is the Government's Legacy Programme for Ireland 2016. It is a five-year government initiative, from 2017 to 2022, which places creativity at the centre of public policy. For full details on Creative Ireland see: www.creativeireland.ie

As part of Wexford's 2019 Creative Ireland programme, Wexford County Council invites applications for grants that will develop bodies of work with a public interface/engagement. The nominal amount to any one project will be between €1,000 and €5,000. Funding may only be used to support events/developmental projects that focus on cultural activity involving the arts, creative industries, heritage, STEAM and the Irish language.

A key aspect of the grant scheme is to foster new exciting and innovative projects that may not otherwise be realized.

We invite applications from community groups, creatives and practitioners who will engage in the following themes with communities of place or interest

- Well being
- Sense of place
- Heritage (which may include historical exploration and engagement)
- STEAM (science, technology, engineering, arts and mathematics)
- Irish language

Project proposals **must** demonstrate how they will support at least one of these themes (two or more themes is desirable). Projects that encompass two or more themes will be given priority in allocation of funding. It is also desirable applicants should demonstrate an established engagement or track record in the themes above and in working with communities to deliver quality programmes and outcomes.

CONDITIONS

1. Applications will be accepted on the official application form only.
2. All support material to be no larger than A4 paper size. The adjudication panel will not assess support material larger than A4 size. Applications may be accompanied by supporting material such as evidence of previous projects, CVs, links to online supporting materials etc.
3. **Closing date for applications is Wednesday 8th May 2019, on or before 4.00pm.**
Late applications will not be considered.
4. Applications may only be made for projects that will be delivered in County Wexford.
5. Projects must be completed by 23rd October 2019 and have some form of public output or presentation at the end.
6. The public interface/engagement element of the project/event must be free of charge.
7. All recipients of grant funding under the Creative Ireland scheme for projects involving children or young people must have appropriate policies in place with regards Child Protection.
8. All recipients of grant funding under this scheme must have appropriate insurance policies and Health and Safety Procedures in place.
9. Grant funding provided by Wexford County Council under this scheme must acknowledge Creative Ireland and Wexford County Council in all publicity material associated with the project. Failure to acknowledge appropriately may deem the grant funding invalid and support received may need to be refunded to Wexford County Council.
10. All successful applications will receive a copy of Wexford County Council and Creative Ireland logos, along with guidelines.
11. Wexford County Council reserves the right to publicise the awarding of the Creative Ireland grant.
12. Wexford County Council has the royalty-free right to freely use, publish, distribute and make public any intellectual property generated as part of this grant scheme.

13. Successful applicants are required to submit a final report to Wexford County Council on or before 23rd October 2019. Failure to do so may deem the grant award invalid.
14. Assistance shall not be given in respect of commercial activities.
15. Payment of a grant will not be made for activities in retrospect.
16. Applications will not be accepted from schools, schools can apply to the Arts Department “Living Art Project” for arts project support.
17. All applicants will be advised of Council’s decisions in writing.
18. The payment of a grant award is not taken as an indication that the equivalent of any grant award will be made to the organiser on another occasion.

Selection Criteria:

Grant applications will be evaluated in respect of the following criteria:

- (a) The extent to which the proposed event/project is aligned to the Creative Ireland Programme Pillar - 'Enabling Creativity in Every Community';
- (b) The extent to which the proposed event/project maximises community and citizen engagement;
- (c) The extent to which the proposed event/project is ambitious, innovative and fosters creativity;
- (d) The potential scope of the event/project and anticipated target audience;
- (e) The cost of the proposed event/project and any additional supports and funding that may be required or have been confirmed; and
- (f) The feasibility of completing the project within the specified time frame.

Scoring Criteria:

All proposals will be evaluated using the following marking scheme:

1	Addressing a number of the themes identified in the guidelines	125
2	Level of Community and citizen engagement (a) (b) (d)	250
3	Scale of project in terms of ambition, innovation and fostering creativity (c)	250
4	Costing- value for money (e)	175
5	Project management – The feasibility of completing the project (f) Organiser(s) must provide evidence of and have a clear plan for delivering the project	200
	Total	1000

Note: There is no guarantee of funding for projects which achieve the minimum eligibility criteria. The fund is limited and eligible applications will be evaluated on a competitive basis. There is no guarantee that projects will receive 100% funding, as it will depend on the number of successful applications.

What items and expenses are excluded from the fund?

- Spend on all refreshments including alcoholic beverages, fines, penalty payments, legal cost or general overheads.
- Culture Night events are excluded from this funding.
- For any activity in retrospect to the application date.
- Any project currently in receipt of funding by Wexford County Council.
- For profit events are excluded.
- Charity or fund raising events are excluded.
- Activities that are already the subject of a grant allocation from a source other than Wexford County Council are also excluded. Please also note that if you are in receipt of funding from another State body for the project, you must prove that it is for different activities.
- Applications from National organisations.
- Construction of monuments.
- Conservation or repair of protected structures / archival information relating to heritage sites or historical events.
- Funding towards commemorative memorabilia.

How do I apply?

Complete the application form which is available on the Wexford County Council website www.wexfordcoco.ie or by email from arts@wexfordcoco.ie. Applications must not exceed 15 MB in size including support material. Please note that if you submit an application over 15MB it will not be accepted and you will not receive a confirmation email.

Only fully completed submissions received on the approved application form will be considered.

Clearly title the application 'Creative Ireland Grant Award Application 2019'

Applications must be emailed to arts@wexfordcoco.ie by Wednesday 8th May 2019 on or before 4.00pm. All eligible submissions will receive a confirmation email.

Incomplete applications will not be considered. No other documentation can be accepted after the closing date.

How will I know if my application has been successful?

Applications will be assessed by an independent panel. All applicants will be notified of decision in writing.

Successful applicants will receive a Letter of Offer. This letter will form the contract between Wexford County Council and the organiser, and will detail all conditions and requirements.

A list of successful applicants will be published on Wexford County Council's and Creative Ireland's website stating project/event name and details.

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

Payment to successful applicants will be made by electronic fund transfer only, as follows:

Tranche 1: A total of 75% of the total fund amount will be paid once the signed Letter of Offer has been returned to Wexford County Council together with any supporting information/documentation requested.

Tranche 2: The final 25% payment will only be made after the project has been completed. In order to receive the payment, the successful applicant must complete a short **Post Event Form** (to be supplied by the Wexford County Council) and provide the following:

- Evidence that the project/event has been completed (e.g. photographic evidence, newspaper cutting, etc.)
- Evidence of expenditure - Receipts/ invoices for the full costs
- Summary of project, any changes to project, numbers participated
- Provide at least 5 high quality jpeg images of the project/event (Wexford County Council reserves the right to use these images for any publicity relating to this scheme)

Note - Failure to complete this Post Event form will require the applicant to repay the grant to Wexford County Council and will exclude applicants from future grant schemes.

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 provided.