



Grants Under The Arts Act, 2003

GUIDELINES

IMPORTANT INFORMATION, PLEASE READ CAREFULLY BEFORE COMPLETING APPLICATION FORM

Please note that these grants are awarded on a competitive basis and applying does not guarantee funding.

Average grant is between €500 - €900. Grants may be awarded up to a maximum of €3,500 for exceptional projects.

Total fund available for this scheme is €36,000

Who is eligible to apply?

Applications are invited from professional practising artists, in all art forms and genres. An Arts organisation may apply who involve professional artists in their work/proposal. Applicants must be resident in County Louth.

Who is not eligible to apply?

- Anyone under 18 years of age
- Undergraduate students
- Anyone in full-time education

Disclaimer – please read carefully. It will be a condition of any application for funding under the terms and conditions of the Grant Fund that the applicant has read, understood and accepted the following:

Louth 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. Louth 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.
3. By submitting an application, applicants agree to the processing and disclosure of the applicant's information by Louth 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, etc.) by these parties in connection with the marketing or promotion.
4. Louth County Council agree to employ appropriate measures to keep applicants' data safe and secure, to prevent its unauthorised 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 regulations.

Criteria

All Applications are assessed on the basis of information supplied in each application, and are awarded marks on three criteria:

- Innovation and Quality of proposed Artwork (50%)
- Past experience, qualifications and commitment of applicants (30%)
- Contribution to the Artistic landscape of County Louth and beyond (20%)

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The following must be clearly demonstrated in your application:

- Individuals should include a current C.V. and an artist's statement or bio with their applications.
- Groups should include a current C.V. from all artists/facilitators taking part in projects.
- Applications must be completed in full. If not your application will be considered invalid.
- Assistance will be given only in respect of specific future activities and not towards the payment of debts arising from previous events.
- Details of any other funding sources or grant applications being sought.
- If your application involves working with young people you must have a child protection policy and up to date Garda Vetting.
- All applications must be received by the closing time and date; no late applications will be accepted.
- All applications must be received by email only to arts@louthcoco.ie
- Please be aware that the awarding of this grant funding is subject to compliance with all statutory requirements and those pertaining to the venue as well as child safeguarding. Failure to comply will result in the grant funding being revoked.
- Do not under any circumstances include unique, irreplaceable material with your application; Louth County Council will not be responsible for any such material, or the return of any material.
- A proposal which does not have an artistic objective, for example: Charity, heritage, general recreation, sport, will not be covered under this scheme.
- All applications should include a tax reference/PPS number in the box provided on the application.
- The grant awarded must be used only for the project applied for. Any change to this must be approved by the Arts Office.

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

Payment will be made following adjudication by a panel and notification of success.

Payment will be by Electronic Funds Transfer only. Bank details must be submitted when requested to facilitate transfer.

Successful applicants will receive a Letter of Offer that will form the contract between Louth County Council and the organiser and will detail all conditions and requirements. All successful applicants must provide the following bank details if they are not already set up as a supplier on our system:

Name/Address of Bank/ Account Number/ Sort Code/IBAN/BIC Number.

Please note a list of successful projects will be published on the Louth County Council website under the arts section

www.louthcoco.ie

Acknowledgement

Create Louth and Louth County Council must be credited in all publicity materials, publications PR and or media interviews and their logos included in any printed matter relating to the event or project.

Auditing

Funded projects may be subject to a post event audit review. This may include evidence of relevant logos being used, financial cost performance, and audience or participant numbers.

Once you have read the guidelines above please proceed to application form below

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Seirbhís Ealaíon Chomhairle Contae Lú



Create Louth

Arts Service of Louth County Council

Application Form 2023

Applications must be received by Louth County Council by 4pm Wednesday 12th April 2023

Please note that these grants are awarded on a competitive basis and applying does not guarantee funding.

Average grant is between €500 - €900. Grants may be awarded up to a maximum of €3,500 for exceptional projects.

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AREA OF ARTISTIC ACTIVITY

1. Activity of Applicant or Applicant organisation

- | | | | |
|-------------------|--------------------------|----------------------|--------------------------|
| Visual Arts | <input type="checkbox"/> | Theatre | <input type="checkbox"/> |
| Community Arts | <input type="checkbox"/> | Film/Mixed Media | <input type="checkbox"/> |
| Traditional Arts | <input type="checkbox"/> | Music | <input type="checkbox"/> |
| Literature/Poetry | <input type="checkbox"/> | Arts Education | <input type="checkbox"/> |
| Dance | <input type="checkbox"/> | Film & Video | <input type="checkbox"/> |
| Festival | <input type="checkbox"/> | Mentorship/ | <input type="checkbox"/> |
| Other | <input type="checkbox"/> | Please specify _____ | |

Amount requested	€
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APPLICANT DETAILS	
Name of Applicant / Name of Organisation	
Address of Applicant / Applicant Organisation Please supply EIRCODE	
Contact email	
Contact Telephone	
Website address (if applicable)	
I confirm that I am a resident in County Louth	YES _____
Artistic Achievements Tell us about yourself (or your arts organization). Provide a brief introduction to yourself and an outline of your recent artistic achievements. (150 Words Max)	

ARTISTIC PROPOSAL DESCRIPTION

Please provide a short summary of the proposal for which you are seeking funding support.

Include details on what you aim to achieve, who will be involved, outputs - where it will take place, end results etc. (500 Words Max)

Benefit to your Artistic Practice

Describe how this funding will benefit your artistic practice. (100 Words Max)

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Timeline

Please outline key timelines for your projects (100 Words Max)

Evaluation

Describe how you document and evaluate your project. (100 words Max)

Acknowledgment of Create Louth Grant Funding

If successful, outline how you will acknowledge the Create Louth grant Funding received (100 Words Max)

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FINANCIAL INFORMATION

Please give details of your entire project costs (attach a separate budget if necessary).

The budget should include the total cost of the activity you are applying for, and of that total the amount you are seeking from Louth County Council.

Evidence will need to be shown as to how you reached this total amount by itemising all related items and costs.

Include all proposed financial expenditure including for example if applicable: artist fees, facilitator fees, venue hire, equipment hire, materials, publicity, printing, insurance etc. Also include proposed financial income from other grants * (please specify), private sponsorships, workshops, sale of art works, ticket sales etc.

Estimated Expenditure:

Estimated Income:

Total Expenditure	€		
Total Income	€		
Total Amount Sought	€		
Have you received or applied for other sources of public funding? (circle as appropriate)	YES	NO	
If yes please state the source and amount of other grant funding*			
PPS number or Tax Reference number or charitable No. (CHY)			

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Disclaimer

I have read and understood the information and criteria applicable to the fund and agree to comply in full therewith. I 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 have not applied to any other Local Authority for funding this event.

Name: Block Capitals _____

Signed: _____

Date: _____

On behalf of: _____

(Organisation name if applicable)

How to Apply:

Applications can be emailed to arts@louthcoco.ie

Please quote '**Grants Under the Arts Act Scheme**' in the subject bar of the email

Accompanying limited documentation can be included as appropriate. Please note there is a size limit of 5MB on any accompanying documents.

Please note that it is not possible for us to access Dropbox or other file sharing software.

Applications must be received by Louth County Council by 4pm Wednesday 12th April 2023

Note the application must be completed in full. Failure to complete the application form in full will deem your application invalid.

Freedom of Information

Applicants making an application to this arts grant scheme should note that information provided to the Arts Office, Louth County Council may be disclosed in response to a request made under The Freedom of Information Act (1997 and 2003). Every effort will be made to protect Client confidentiality.

GDPR: The purpose for accessing your data is to process your application for The Grants Under the Arts Act Scheme. The information you provide will be used by a Panel in this submission for The Grants Under the Arts Act Scheme.