**Grant Registration Form**

**Limerick City and County Culture Night Event 2021**

**Registration of outdoor venues for Culture Night Programming and Hubs September 17th, 2021**

**DEADLINE FOR RECEIPT OF APPLICATIONS IS 4pm MONDAY 19th July 2021.**

A **limited** fund has been allocated to specifically support costs, up to €1,200, associated with the provision of outdoor cultural spaces for the use as Culture Night Venues.

**Culture Night 2021**will take place this year on **Friday 17th September**, so it’s time to start planning our events and activities for the Limerick region! In light of ongoing government restrictions on events and gatherings and a focus on outdoor events due to Covid-19, Limerick Arts Office are asking for all venues and cultural organisations who have outdoor space to register their interest in hosting some Culture Night Activities. We are seeking arts and cultural venues with outdoor space and the capacity to plan and implement a covid response risk assessment and plan for an audience of up to 200 people. Please refer to the Call Out document for further information on Culture Night 2021.

**How your proposal will be processed**

**STEP 1:** Read the terms and conditions and complete the form. Submit the form and support documents at your earliest convenience, and before the deadline above, to [festivalsandevents@limerick.ie](mailto:festivalsandevents@limerick.ie)

**STEP 2:** If your proposal meets the above criteria it will then be considered for grant support.

**STEP 3:** We will contact you with the outcome of your application by email.

**Please note: this form is for venue only. A further document will issue with regards to funding programming.**

**Grant Registration Form**

**Applicant’s Name:**

**Address:**

**Phone & Email:**

**Funding Requested: Total Projected Cost of Your Project:**

**€**

|  |  |
| --- | --- |
| **Space to be used:**  **A brief description including anticipated socially distanced capacity** |  |
| **Breakdown of costings to enable outdoor audiences to access space:** |  |

**Budget**: Please give a breakdown of all projected expenditure relating to your proposal. This may include costs such as equipment hire, staffing, technical needs.

**Please note this section is mandatory.**

|  |  |
| --- | --- |
| **Expenditure – Details** | **Amount** |
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|  |  |
|  |  |
|  |  |
|  |  |
| **Projected Total** | **€** |

We send updates on other arts funding and opportunities through our Arts Office eNewsletter. Please tick to receive:

By ticking this box, you are confirming that you have read, and will abide by, the terms and conditions of this grant scheme. Please tick to confirm:

By ticking this box, you are confirming that you have read, and will abide by, the latest Government Covid-19 restrictions and public health guidelines. Please tick to confirm:

SIGNATURE OF APPLICANT:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

DATE OF SUBMISSION OF FORM:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

*Please note: The processing of any personal data by Limerick City and County Council is*

*governed by the General Data Protection Regulation (GDPR)(EU) 2016/679.*

**Return to** [**festivalsandevents@limerick.ie**](mailto:festivalsandevents@limerick.ie)

**Arts Office, Limerick City & County Council**

For queries please contact our Culture Night Coordinator on 087 2863428

**Terms and Conditions**

* Please note that Limerick Arts Office, Limerick City and County Council is required to act in accordance with The Department of Public Expenditure and Reform Circular 13/2014 and the Statement of Principles for Grantees.
* Grantees are required to comply in full with all the applicable responsibilities of a Grantee set out in section 5 of Department of Public Expenditure and Reform Circular 13/2014 www.circulars.gov.ie/pdf/circular/per/2014/13.pdf. The Grantee shall at all times adhere to the Statement of Principles for Grantees set out in Appendix 2 of Circular 13/2014.
* Venues should be available for programming or use as Culture Night Hubs Friday September 17th from 4pm.
* Any activities undertaken as part of this grant call must be in line with COVID-19 National guidelines and regulations.
* All purchases for the purpose of making your outdoor space ready for Culture Night should be retained and you may be requested to use them in future events for the benefit of the people of Limerick
* All projects must be offered free of charge to the public.
* Applications must be submitted using the above form by email to [festivalsandevents@limerick.ie](mailto:festivalsandevents@limerick.ie)
* All applicants must be Limerick-based or predominantly carry out activities in Limerick and be in a position to demonstrate this.
* Limerick City and County Council may publicly share information about all funded projects and include information about these projects in reports, publications and publicity. All creative rights remain with the applicants.
* All insurance, health and safety, production and management of the activity is the responsibility of the applicant.
* Please note the only method of payment of the grants will be by Electronic Funds Transfer. To draw down funding successful candidates will have to provide bank details and/or a Tax Clearance Certificate or a PPS number.
* Ineligible costs include:
  + Insurance, charity fundraising, alcohol, costs for which funding has already been allocated, out-standing debts. If you have any queries regarding this, please contact our office.