

## FESTIVALS AND EVENTS GRANT SCHEME 2026-2027

### GUIDELINES DOCUMENT

#### Timeline

**Opening Date and Time:** Friday 20<sup>th</sup> of March 2026, 09:00am

**Closing Date and Time:** Friday 10<sup>th</sup> of April 2026, 16:00pm

#### Introduction

Since 2017, Limerick City and County Council, has provided direct investment in the Festivals and Events sector, through this competitive grant scheme. This investment has provided the stimulus to elevate Limerick's Festivals and Events offering and has contributed to Limerick's reputation as an exciting and dynamic place to live, work, study and visit. Building on this success, Limerick City and County Council are providing further strategic investment in Festivals and Events in 2026 and 2027, through a competitive open call, with a total fund of **€283,625.00**.

This competitive grant scheme offers the opportunity for funding under three Strands, for Festivals and Events taking place between **1<sup>st</sup> October 2026 and 31<sup>st</sup> December 2027**.

The three strands of funding are:

1. Strand 1 (S1): Delivery and Programming of **Small** and **Community** focused Festivals and Events.
2. Strand 2 (S2): Delivery and Programming of **Medium** and **Large-Scale** Festivals and Events.
3. Strand 3 (S3): Festival Development and Sustainability.

#### Strategic Alignment

This strategic investment assists in the delivery of the key objectives of the Limerick City and County Council Festivals & Events Strategy 2025 – 2030, including:

#### Key Objectives of the Limerick Festivals & Events Strategy 2024–2028

- Develop a portfolio of festivals and events building momentum towards and beyond Ryder Cup 2027.
- Reflect the essence of Limerick as captured in our brand — Atlantic Edge, European Embrace — celebrating and promoting Limerick as an innovative, open, inclusive place to live, visit, study and work.
- Develop our local communities, support universal accessibility, wellbeing, civic engagement and placemaking.
- Incorporate the UN Sustainable Development Goals in all aspects of planning, management and implementation of festivals and events.
- Develop a compelling portfolio of year-round festivals and events
- Position Limerick as a festivals and events destination for leisure, weekend breaks, day-trips and to support seasonality, to motivate and attract domestic and international visitors Limerick and increase length of visit and dwell time.

- Leverage national/international public and private funding streams and set up multi-annual planning, to increase investment for festivals and events.

This scheme also aims to strategically compliment local and national investments in the sector including but not limited to: Fáilte Ireland Regional and Participative Funding Scheme and the Arts Council's Festival's Investment Scheme.

## Definition of Culture

This funding is provided for under Limerick City and County Council's Culture Fund. For the purpose of this Grant Scheme, Culture is defined in line with the UNESCO definition used in the Limerick Cultural Strategy and the definition provided by the Government of Ireland in Culture 2025: A National Cultural Policy Framework ([gov.ie](http://gov.ie) - Culture 2025).

*"A set of distinctive spiritual, material, intellectual, and emotional features of society or a social group, and that it encompasses, in addition to art and literature, lifestyles, ways of living together, value systems, traditions and beliefs"*

Accordingly, this scheme supports cultural activity in a broad sense, including but not limited to cultural heritage, the arts, creative industries and design.

## Funding Overview

Festivals and events must take place between 1 October 2026 and 31 December 2027. Funding is available under three strands:

- Strand 1 (S1): Delivery & Programming of Small-Scale and Community-Focused Festivals and Events.
- Strand 2 (S2): Delivery & Programming of Medium and Large-Scale Festivals and Events.
- Strand 3 (S3): Festival Development & Sustainability.

## Public Health Guidance

In the event that your application is successful and you subsequently need to change or alter some or all of your proposal on the basis of changed public-health advice, you must contact Festivals & Events, Limerick City and County Council in advance to discuss any changes.

## Strand 1 – Delivery & Programming of Small Scale and Community-Focused Festivals and Events

The objective of **Strand 1** is to support a diverse range of Festivals and Events from small, voluntary and community focused festivals and events, to those wishing to establish a new festival. While the range of activities might be expressed in a variety of forms, the scheme's focus is placed on public & community engagement and place-making, with an emphasis on cultural activities.

The scheme will consider applications from festivals and events seeking funding to be invested directly in activities which complement and provide additional programming to new or other pre-existing festival or event activities. These festivals and events may range from being culture and arts related to community identity focused, diaspora/gathering events. Examples include arts festivals, agricultural shows and homecomings.

Strand 1	
<b>General Information</b>	<ul style="list-style-type: none"> <li>• All applications must be made before the closing date. Late applications will not be accepted.</li> <li>• The total value of the fund for this Strand is <b>€49,500</b>.</li> <li>• The <b>maximum</b> amount of financial support which can be applied for under this grant is €5,000**.</li> <li>• Small scale festivals and events are classed as those with previous, or expected audiences less than 2,000 people.</li> </ul>
<b>Funding Criteria (100 marks; minimum 50 to be eligible)</b>	<p>Programmes can be cultural and/or community focused, including but not restricted to arts, heritage, spectacle, creativity and/or community identity focused, diaspora/gathering events.</p> <p>A key objective of the Festival or Event must be to prioritise opportunities for people to experience and access cultural and community activities in their local area.</p> <ul style="list-style-type: none"> <li>• Overall merit and benefit to the provision and development of Festivals and Events in Limerick City and County – 25 marks</li> <li>• Impact - 20 marks (social/community, cultural, economic, environmental; including accessibility, inclusion and sustainability)</li> <li>• Marketing, Social Media and Brand Alignment - 20 marks (including alignment with Limerick: Atlantic Edge, European Embrace)</li> <li>• Track Record: Partnerships, Management Capacity, and Professionalism – 15 marks</li> <li>• Originality/Innovation – 10 marks</li> <li>• Feasibility of proposed budget and production schedule – 10 marks</li> </ul>
<b>Information required to draw grant if successful</b>	<ul style="list-style-type: none"> <li>• An email/letter accepting offer and a signed Memorandum of Understanding (scanned or hardcopy).</li> <li>• Funding must be drawn down by Monday, 31<sup>st</sup> January 2028. Failure to draw down the funding will result in the grant award not being allocated to you.</li> <li>• A completed Post Festival/Event Evaluation Report along with copies of any press and media coverage.</li> <li>• For Festivals and Events with a turnover under €50,000, a detailed statement of the related income and expenditure, certified as correct by the chairperson and the chief executive officer.</li> <li>• Proof the event took place, e.g. Programme/brochure, press cuttings, photographs, promotional material, etc. Maximum 3- 5 pages of examples.</li> <li>• Proof of acknowledgement of the support of Limerick City &amp; County Council - e.g. website screenshot/press cuttings/copy of posters, etc.</li> <li>• Any further particulars or information as requested.</li> </ul>

\*\* Please note that the maximum level of funding is NOT guaranteed, as it is dependent upon the number of applications received for a limited pool of funding. Some events may not be funded due to excess numbers applying.

## Strand 2- Delivery and Programming of Medium and Large-Scale Festivals and Events

Limerick has experienced the transformative effect of Festivals and Events in communicating a new set of values, offerings and identity to the world. Therefore, the objective of **Strand 2** is to support a diverse range of Festivals and Events to enhance the programming and delivery of festivals and events in Limerick. While these might be expressed in a variety of forms, this strand's focus is firmly placed on public engagement and activities that feature culture, arts, heritage, creativity and/or spectacle strongly in their overall programme. The scheme seeks applications from medium and large organisations, festivals and events including those proposing new festivals or events.

The scheme will consider applications from festivals and events seeking funding to be invested directly in activities which complement and provide additional programming to other pre-existing festival or event activities. These festivals and events should be primarily culture and arts related, community identity focused and diaspora/gathering events.

Strand 2	
<b>General Information</b>	<ul style="list-style-type: none"> <li>All applications must be made before the closing date. Late applications will not be accepted.</li> <li>The total value of the fund for this Strand is <b>€220,125</b>.</li> <li>The <b>maximum</b> amount of financial support which can be applied for under this grant is €30,000**.</li> <li>Strand 2 festivals and events are classed as those with previous or expected audiences of more than 2,001 people.</li> <li>Applicants must have a proven track record in the engagement of audiences, delivery of high-quality programmes, and attract and support tourism development.</li> </ul>
<b>Funding Criteria (100 marks; minimum 50 to be eligible)</b>	<p>Programmes can be cultural and or community focused, including but not restricted to arts, heritage, spectacle, creativity and/or community identity focused, diaspora/gathering events.</p> <p>A key objective of the Festival or Event must be to prioritise opportunities for people to experience and access cultural and community activities in their local area.</p> <ul style="list-style-type: none"> <li>Overall merit and benefit to the provision and development of Festivals and Events in Limerick City and County – 25 marks</li> <li>Impact - 20 marks (social/community, cultural, economic, environmental; including accessibility, inclusion and sustainability) <ul style="list-style-type: none"> <li>Marketing, Social Media and Brand Alignment - 20 marks (including alignment with Limerick: Atlantic Edge, European Embrace)</li> <li>Track Record: Partnerships, Management Capacity, and Professionalism – 15 marks</li> <li>Originality/Innovation – 10 marks</li> <li>Feasibility of proposed budget and production schedule – 10 marks</li> </ul> </li> </ul>
<b>Information required to draw grant if successful</b>	<ul style="list-style-type: none"> <li>An email/letter accepting offer and a signed Memorandum of Understanding (scanned or hardcopy).</li> <li>Funding must be drawn down by Monday, 31<sup>st</sup> January 2028. Failure to draw down the funding will result in the grant award not being</li> </ul>

	<p>allocated to you.</p> <ul style="list-style-type: none"> <li>• A completed Post Festival/Event Evaluation Report along with copies of any press and media coverage.</li> <li>• For Festivals and Events with a turnover under €50,000, a detailed statement of the related income and expenditure, certified as correct by the chairperson and the chief executive officer.</li> <li>• Proof the event took place, e.g. Programme/brochure, press cuttings, photographs, promotional material, etc. Maximum 3- 5 pages of examples.</li> <li>• Proof of acknowledgement of the support of Limerick City &amp; County Council - e.g. website screenshot/press cuttings/copy of posters, etc.</li> <li>• Any further particulars or information as requested.</li> </ul>
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### Strand 3 – Festival Development & Sustainability

**Strand 3** seeks to fund actions to support the long-term sustainability of Festivals/Events. This strand aims to support the development of organisational structures such as the carrying out of feasibility studies; business plan development; reviews of governance structures; development of new Festival/Event concepts; marketing and audience development strategies; brand development; clustering initiatives which support collaboration through shared resources and/or expertise amongst two or more Festivals/Events.

Seeking applications for Strand 3 does not bind Limerick City and County Council to allocate this funding. Up to two applications may be selected for Strand 3 funding, if they meet the criteria and illustrate why it is important at this juncture. This award is intended to support a step change in the ambition and delivery of the festival.

Strand 3	
<b>General Information</b>	<ul style="list-style-type: none"> <li>• All applications must be made before the closing date. Late applications will not be accepted.</li> <li>• The total value of the fund for this Strand is <b>€14,000</b>.</li> <li>• The <b>maximum</b> amount of financial support which can be applied for under this grant is €5,000 **.</li> <li>• If you wish to <b>ONLY</b> apply for Strand 3: 'Festival Development and Sustainability', without applying for Strand 1 or 2, we ask you to contact our office directly. Please email: <a href="mailto:festivalsandevents@limerick.ie">festivalsandevents@limerick.ie</a> to register your interest.</li> </ul>
<b>Funding Criteria (100 marks; minimum 50 to be eligible)</b>	<p>Programmes can be cultural and or community focused, including but not restricted to arts, heritage, spectacle, creativity and or community identity focused, diaspora/ gathering events.</p> <p>A key objective of the Festival or Event must be to prioritise opportunities for people to experience and access cultural and community activities in their local area.</p>

	<ul style="list-style-type: none"> <li>• Overall merit and benefit to the provision and development of Festivals and Events in Limerick City and County – 25 marks</li> <li>• Impact - 20 marks (social/community, cultural, economic, environmental; including accessibility, inclusion and sustainability)</li> <li>• Marketing, Social Media and Brand Alignment - 20 marks (including alignment with Limerick: Atlantic Edge, European Embrace)</li> <li>• Track Record: Partnerships, Management Capacity, and Professionalism – 15 marks</li> <li>• Originality/Innovation – 10 marks</li> <li>• Feasibility of proposed budget and production schedule – 10 marks</li> </ul>
<p><b>Information required to draw grant if successful</b></p>	<ul style="list-style-type: none"> <li>• An email/letter accepting offer and a signed Memorandum of Understanding (scanned or hardcopy).</li> <li>• Funding must be drawn down by Monday, 31<sup>st</sup> January 2028. Failure to draw down the funding will result in the grant award not being allocated to you.</li> <li>• A completed Post Festival/Event Evaluation Report along with copies of any press and media coverage.</li> <li>• For Festivals and Events with a turnover under €50,000, a detailed statement of the related income and expenditure, certified as correct by the chairperson and the chief executive officer.</li> <li>• Proof the event took place, e.g. Programme/brochure, press cuttings, photographs, promotional material, etc. Maximum 3- 5 pages of examples.</li> <li>• Proof of acknowledgement of the support of Limerick City &amp; County Council - e.g. website screenshot/press cuttings/copy of posters, etc.</li> <li>• Any further particulars or information as requested.</li> </ul>

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## Priorities of the Scheme

Priority will be given to proposals which:

- Demonstrate an overarching impact socially/community, culturally and economically.
- Reflect Limerick’s Brand, Limerick: Atlantic Edge, European Embrace. See [here](#).
- Have a proven capacity to engage with diverse audiences through high quality programming.
- Use and/or animate public parks. A list of parks and their locations and amenities can be found [here](#).
- Are reflective of events and occasions specific to 2026 and 2027, including momentum towards the Ryder Cup 2027.
- If your festival is based in the Metropolitan District, that it supports the objectives of the Limerick City Centre Revitalisation Plan.
- Extend the range or types of festivals/events offered to audiences in Limerick.
- Promote the Irish language in particular during *Seachtain na Gaeilge 2027*.
- Demonstrate and promote Green Festival delivery methodologies towards the preservation of our environment. See [here](#) for tips and suggestions.
- Reflect Limerick City and County Council’s commitment to supporting fair and equitable remuneration of artists and culture professionals in our funding programmes and schemes and in our partnerships

and working relationships.

## Assessment Process

- Stage 1 – Eligibility check: Initial review to ensure compliance with criteria; non-eligible applications are eliminated
- Stage 2 – External assessment An Independent External Assessment Panel scores eligible applications against the published criteria.
- Stage 3 – Recommendation and approval: Panel recommendations are brought to Full Council for approval prior to issuing any offers.
- Stage 4 – Notification: Applicants are notified in writing of the outcome. At the Assessment Panels discretion, applications may be redirected to another appropriate Limerick City and County Council award where beneficial to the applicant.
- Timeline: Allow a minimum of eight (8) weeks from application deadline to decision (subject to application volumes and approval timelines)
- Publication: Those awarded funding will have their Festival/Organisation name and allocation amounts published on Limerick.ie.

## Eligible Costs and Grant Aid

### Statement of Principles for Grant Aid

Limerick City and County Council are governed by the *Statement of Principles for Grant Aid* issued by the Government Department of Public Expenditure, Infrastructure, Public Service Reform and Digitalisation, ensuring proper management and accountability for Exchequer Funds.

### Eligible Costs (Strand 1 and Strand 2)

- Festivals and Events located in Limerick City and County only.
- The activities proposed must take place between **1<sup>st</sup> October 2026 and 31<sup>st</sup> December 2027** (unless otherwise agreed in writing with Limerick City and County Council).
- Programming – the cost of selected programming activity where the programme element has not received other Grant Aid and is considered to deliver benefits to the local area.
- Marketing – the cost of selected marketing activities that have not received Grant Aid from other organisations or public bodies and are specified in the letter of offer.
- Audience Development – audience development and outreach programmes which encourage new audiences and support the broadening of public engagement in community and culture.
- Cross County Boarder Events – only that portion of the project that takes place in Limerick can be funded.
- Clustering - Two or more festivals seeking to cluster or pool resources may apply to: Strands 1, 2 & 3:
  - For Marketing initiatives that promote more than one Festival/Event.
  - For Collaborative Programming and Delivery.
  - For Collaborative sustainable development initiatives.

### Ineligible Costs

- Proposals from commercial organisations that share out profits to members.
- Persons in full time undergraduate and postgraduate level study during the period of the delivery of the festival/event.
- Activities that have been or are being grant-aided by other sources of funding.

- Charity fundraisers.
- Festivals/Events with the sole purpose of celebrating a religious or political events.
- Sporting events, which cannot be classified under cultural heritage.
- Festivals/Events intended to take place outside of Limerick City and County.
- Day-to-day operational costs and overheads: specifically, salaries, rent, non-festival related phone, supplies, postage, photocopying and food for staff.
- Proposals in which programmes are primarily focused on the delivery of a competitive process, workshop series, summer schools, or on-going classes.
- Capital Costs - for example:
  - The cost of items for resale, e.g. merchandise, except where it can be demonstrated that they will deliver significant benefits and where they have been expressly allowed in the Letter of Offer and Memorandum of Understanding.
  - Building expenses including purchase, works and maintenance.
  - Purchase of equipment, which is not solely for the purpose of producing and delivering the Festival/Event.
- Travel and related costs incurred by or on behalf of the event delivery teams/organisers unless expressly approved in writing in advance by Limerick City and County Council.
- Activities that duplicate what Limerick City and County Council is currently delivering in community, culture, arts and heritage field.
- The cost of any research that has not been approved in advance by Limerick City and County Council.
- Any activities not specified in a Memorandum of Understanding or deliberately contravene the terms of the Memorandum of Understanding.
- Activities which do not relate directly to the Festival/Event or which do not have clearly identifiable benefits for social, community, cultural and economic benefit to Limerick.
- Unpaid expenditure or loans.
- Cash expenditure.
- Recoverable VAT.
- In-kind contributions.
- Expenditure paid for by a person other than the Grantee, unless and to the extent that such expenditure has been reimbursed by the Grantee.
- Fines, penalty payments, legal costs, audit fees, financial consultancy fees, Trade association membership fee or equivalent.
- Insurance.

## Successful Applicants

Successful applicants will receive in the post a Letter of Offer and a Memorandum of Understanding (MOU), which will outline the specific terms of the grant offer. This MOU document must be signed by the appropriate person of authority in your organisation and returned along with a letter of acceptance to the Festival & Events, Limerick City and County Council ([festivalsandevents@limerick.ie](mailto:festivalsandevents@limerick.ie)).

Those awarded funding will have their Festival/Organisation name along with the sum allocated published on Limerick.ie.

- First payment: 75% on receipt of acceptance email/letter and signed MOU.
- Final payment: 25% following delivery of the Festival/Event and submission of a satisfactory Post-Event/Festival Report.

## Policy Context

- Limerick Festivals and Events Strategy 2024–2028.
- Limerick Cultural Strategy: A Framework 2016–2030.
- Culture 2025: A National Cultural Policy Framework.
- Limerick 2030 Economic and Spatial Plan.
- Creative Ireland Programme

## Unsuccessful Applicants

Unsuccessful applicants will be notified by email and will receive panel feedback. Marking sheets may be requested by emailing: [festivalsandevents@limerick.ie](mailto:festivalsandevents@limerick.ie).

## Guidelines for Submitting Your Application

- Double Funding;
  - Please note: Should you be successful in securing funding for the same proposal from more than one Limerick City and County Council funding stream, you will be eligible to hold only ONE of those awards. You may not hold funding from any other Limerick City and County Council funding stream/mechanism for the same activity. Where an element of a festival is deemed to be double funded the Authority reserves the right to withhold the funding in full or assign a percentage funding reduction to the funding from the overall award.
- Before making an application, read the Guidelines Document carefully to ensure you understand the criteria and terms of the three strands in the grant scheme. By reading and understanding the Criteria and Eligibility Guidelines, you give yourself the best chance of being successful.
- Each section and requested supporting material items are related to specific marking criteria, make sure you provide the assessment panel with relevant information that will allow them to evaluate your proposal and assign marks for each section.
- Read all questions thoroughly before you answer them.
- Do not assume the assessment panel know you or your Festival/Event – treat each application as if it were your first.
- Remember that several people will be involved in the decision-making so ensure your application is clear.
- Please ensure you complete both the income and expenditure sections of the application.
- Remember your application is assessed on the basis of all information supplied within a competitive context of many other applications. Therefore, it is important to provide evidence of any claims made in the application, e.g. audience figures, secured funding, partnerships.
- Have a clear and realistic idea of what you want and how much your proposal costs.
- Provide a timeline if appropriate and evidence that the project will be fully realised within the stated time frame.
- Ensure that you enclose all requested documentation and provide an index.
- A second opinion is always welcome so ask someone else to read over your application before submitting!

## Checklist for Support Documentation

You may submit up to six (6) separate documents; the combined size must not exceed 18MB

Applications must include:

- Completed Festivals and Events Grant Scheme 2026/2027 application form and signed *Declaration* at the end.
- A proposed Production Schedule. This should include your pre-production, delivery and post-production evaluation plans.
- An index of all submitted documents.
- Proof of any claims made in particular relating to Audience Attendance Figures or secured income.
- Brochures or programmes of your most recent event as an uploaded document (links to websites are not accepted).

## Additional Requirements for Strand 2 Applications

- Letters of support - This is evidence of any partnership or financial support/sponsorship identified in the proposal budget, e.g. a Memorandum of Understanding, a Letter of Offer, a Written Statement of Support, or a similar document. Documents provided must be for your proposed programme for either 2026 (1<sup>st</sup> October 2026 to 31<sup>st</sup> December 2026) or 2027 (1<sup>st</sup> January 2027 to 31<sup>st</sup> December 2027).
- A detailed budget setting out income and expenditure for the proposed programme for either 2026 or 2027. This must be submitted as a separate document (i.e. a spreadsheet) and in addition to the budgetary information contained within the application.

We strongly recommend that additional support materials that are relevant to your application are included (a list of suggested support materials is provided below).

### List of suggested support materials

- CVs of up to 5 key people involved in the project – Each CV should be no longer than 2 A4 pages and should contain the following information: artistic history, relevant employment history, 3<sup>rd</sup> level education history and qualifications, awards.
- Where your proposal involves collaboration with others, you should submit details, with their permission/support for your application, including:
  - CVs, or biographical details of key performers, directors, producers.
  - Detailed project proposal (max 10 pages).
  - Project timeline.
  - Budget breakdown.
- 3 examples of existing work, such as writing (max. 10-page extracts), images, URL links to video recordings/sound/media files, etc. (Please, remember to include passwords for password protected files); Submit examples that best represent your current practice and your capacity to deliver the proposed project.
- 3 examples of relevant promotional material, such as programmes, brochures, catalogues, reviews, etc. of your previous work.
- If you are applying as an organisation, please include information under the following headings: brief history and mission statement of the organisation, legal status, names of Chairs and Committee Members (if in place), information about membership scheme (if in place), constitution (if in place).

- Up-to-date Statement of Accounts.
- Portfolio of previous Festivals/Events delivered; Portfolio of previous work (in the case of new festival's/events).
- Business Plan/Strategy Plan.
- Memorandum and Articles of Association.
- Reports and Evaluation of Festival/Event.
- Audience Evaluation/Audience Development Strategy/Marketing Strategy.
- Statement of Methodology.
- Evidence of Need/Rationale in the Local and National Context.
- Risk Assessment and Health and Safety Statement.

## Appendix 1: Terms and Conditions of Funding

- All grants awarded in this round are for Festivals/Events taking place between 1st October 2026 and 31<sup>st</sup> December 2027.
- You may not apply to both Strand 1 and Strand 2 in any one calendar year.
- You may not make more than one application to any strand.
- You must demonstrate in your application, efforts to secure income from other sources.
- Payment of a grant may not be in respect of payment of former debts.
- Where a grant is awarded under this scheme, Limerick City & County Council will not be responsible for the insurance for that festival or event. Limerick City & County Council recommends that festival and event organisers ensure that adequate insurance is in place prior to the commencement of any festival or event.
- Where a grant is awarded under this scheme, Limerick City & County Council will not be responsible for the Health & Safety arrangements of that festival or event. Limerick City & County Council recommends that festival and event organisers ensure that they are in compliance with all relevant Health & Safety legislation.
- Where a grant is awarded under this scheme, Limerick City & County Council will not be responsible for the Public Health arrangements of that festival or event. Limerick City & County Council recommends that festival and event organisers ensure that they are in compliance with all relevant Public Health Advice in place at the time of the event.
- The selection panel may move an application to another category if it is deemed to be more suitable to another category.
- The Assessment Panel may offer an applying organisation less funding than has been applied for.
- Please note that the maximum level of funding is NOT guaranteed, as it is dependent upon the number of applications received for a limited pool of funding. Some events may not be funded due to excess numbers applying.
- Applications should be realistic and proportionate. For example, if a festival or event is seeking a significant increase in funding, when compared with previous years, a strong rationale and business model for the increase should be submitted and a sound case made for it in the application.
- Applicants should please note that there are always more applications for funding than it is possible to support and this is a competitive scheme. Limerick City & County Council reserves the right not to support festivals that may have received funding in the past.
- Limerick City and County Council reserves the right to terminate grant aid if statutory or criminal negligence is involved.
- All Limerick City and County Council Grant Funding must be identified as “Limerick City and County Council Grant Funding” and shown separately on the income/receipts side of the accounts. All Limerick City and County Council funding must be separately listed, with the purpose of that funding identified.
- Any granted proposals for which it becomes necessary to **re-schedule** the activity to another date within the approved timeframe or require a significant change to the planned activity should contact Festivals & Events, Limerick City and County Council **immediately** with this proposal. Activities that cannot be rescheduled in the approved timeframe will not be entitled to draw down funding.
- Please note the only method of payment of any grant will be by Electronic Funds Transfer.
- A list of successful applicants will be published on <http://www.limerick.ie/>
- The recipients must follow the procedure as confirmed in writing to them regarding drawing down the grant and the Acknowledgement of Funding requirements. A grant may be withheld if the above is not adhered to.

- Limerick City and County Council is proud to support and be associated with high quality work produced by creative practitioners based in Limerick. Our logos will be provided to successful applicants, and it is a requirement that it is included on all print and online material, including websites, apps, videos, blogs, posters, brochures, invitations and advertisements associated with the project being funded. Limerick City and County Council have a large following on our social media channels, i.e. Facebook, Instagram, TikTok and X. Please forward or tag us (@Limerick.ie) in any posts you would like us to share on social media, remembering to include a photograph.
- Limerick City and County Council may publicly share information about all funded festivals/events and include information about these projects in reports, publications and publicity. All creative rights remain with the applicants.

## Appendix 2: Processing of Personal Data

### Freedom of Information

Limerick City and County Council is covered by Freedom of Information Act 2014, which provides members of the public with the rights to access information held by public bodies to the greatest extent possible, consistent with the public interest and right to privacy. This means that details contained in applications and supporting documents may, on request, be released to third parties.

### Data Protection Statement

Any personal information you give us will be processed, stored and managed in strict accordance with General Data Protection Regulations (GDPR).

The purpose for processing your data is to process your application for the Festivals and Events Grant Scheme 2026/2027, in line with the criteria of this award. The information you provide will be assessed by an Assessment Panel. Your information will be retained in accordance with the Limerick City and County Council GDPR policy and the National Retention policy. If you do not furnish the personal data requested, Limerick City and County Council will not be able to process your application.

You have the following rights, in certain circumstances and subject to applicable exemptions, in relation to your personal data:

- the right to access the personal data that we hold about you, together with other information about our processing of that personal data.
- the right to require us to rectify any inaccuracies in your personal data.
- the right to require us to erase your personal data.
- the right to request that we no longer process your personal data for particular purposes.
- the right to object to our use of your personal data or the way in which we process it.

Please note that to help protect your privacy, we take steps to verify your identity before granting access to personal data.

If you would like to exercise any of these rights, please submit a request to our Data Protection Officer outlining the specific details of the request: Email: [dataprotectionofficer@limerick.ie](mailto:dataprotectionofficer@limerick.ie). All valid requests will be processed without undue delay and in any event within one month of receipt of the request. This period may be extended by up to two further months where necessary.

### Appendix 3. Protecting and Safeguarding of Children

#### Declaration on Protection and Safeguarding of Children

I confirm that our Child Protection Policy is in accordance with national legislation and with the Limerick City and County Council Policy and Procedures for the Protection and Safeguarding of Children 2020 (Section 4.2).

**SIGNATURE:** \_\_\_\_\_

**NAME IN BLOCK CAPITALS:** \_\_\_\_\_

**ROLE:** \_\_\_\_\_

**DATE:** \_\_\_\_\_

#### Declaration on Health and Safety

I confirm that our Health and Safety Policy is in accordance with any necessary guidelines and national legislation.

**SIGNATURE:** \_\_\_\_\_

**NAME IN BLOCK CAPITALS:** \_\_\_\_\_

**ROLE:** \_\_\_\_\_

**DATE:** \_\_\_\_\_

## How to Apply

Applications are accepted via the Online Submit Portal only.

Closing Date for applications: Friday 10th April 16:00pm. Late applications will not be accepted.