** SLIGO COUNTY COUNCIL CONTRIBUTIONS TO THE ARTS GRANTS SCHEME FOR** **ARTS VENUES AND ORGANISATIONS 2023.**

**2023 APPLICATION FORM**

**Please complete ALL sections of the application**

|  |  |  |  |
| --- | --- | --- | --- |
| Organisation |  | Contact Person |  |
| Address |  | Telephone |  |
|  | | Mobile |  |
|  | | Email |  |
|  | | Website |  |

**Describe your organisation. What is its status and structure? (e.g. CLG, Registered Charity)**

**Please include governance and staff structure.**

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**What is your programme of work for 2023?**

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**How much funding do you require from Sligo County Council?**

**What will the funding be used for?**

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**What is your strategy to maintain and expand your audience?**

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**Do you collect data on attendance? If yes, how? Please give total audience figures for 2022**

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**Do you look for Audience feedback? If yes, how?**

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**If you have answered yes to either or both of the previous two questions, how have you altered your programming in response to the data collected and analysed?**

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**Income & Expenditure**

As well as funding from Sligo County Council Arts Office, please give details of other projected income including – income generated from the activity (ticket sales, workshop fees, merchandise, bar etc.), fundraising and sponsorship; income from other sources (Arts Council, Leader, Failte Ireland etc.) and any other income being applied for or planned.

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
|  | **Income** | **Amount** | **Confirmed** | **Not Confirmed** |
| 1 | Sligo County Council Arts Grant | € | 🞏 | x |
| 2 |  | € | 🞏 | 🞏 |
| 3 |  | € | 🞏 | 🞏 |
| 4 |  | € | 🞏 | 🞏 |
| 5 |  | € | 🞏 | 🞏 |
| 6 |  | € | 🞏 | 🞏 |
| 7 |  | € | 🞏 | 🞏 |
| 8 |  | € | 🞏 | 🞏 |
|  | **TOTAL** | **€** |  |  |

**Please give expenditure for 2022 and breakdown between fixed costs and programming costs**

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| --- | --- | --- |
|  | **Expenditure** | **Amount** |
| 1 |  | € |
| 2 |  | € |
| 3 |  | € |
| 4 |  | € |
| 5 |  | € |
| 6 |  | € |
| 7 |  | € |
| 8 |  | € |
|  | **TOTAL** | € |

Enclosures

* Letters of support are required where partnerships, communities or other organisational supports are listed under programme or income.
* If your organisation, event or activity involves working with people under 18 years of age, you must include a copy of your organisation’s Child Protection Policy.

Further information may be enclosed eg.

* Publications / press material from your previous activities
* CV’s / biographical information about artists / curators /performers / facilitators whom you plan to engage for your programme.

**Criteria for Assessment**

* Quality of artistic work;
* Ambitious, innovative and sustainable work programme;
* Accessibility for diverse audiences and participants in terms of location, cost, people with special needs and young people;
* Demonstrated commitment to growing and diversifying audiences and deepening public engagement;
* Significant contribution to artistic and professional development of artists;
* Evidence of strong governance, fair and transparent processes (accountability and equality of opportunity), in continuous operation for minimum 3 years;
* Demonstrate sound financial management (audits must be supplied) and ability to secure other sources of funding including in-kind funding;
* Demonstrated commitment to growing and diversifying audiences and to deepening public engagement;

**Terms and Conditions**

* Sligo County Council is subject to provisions of the Freedom of Information Act (FOI)

2014. If you consider that any information supplied by you is either commercially sensitive or confidential in nature, this should be highlighted and the reasons for sensitivity specified. In such cases, the relevant material will, in response to an FOI request, be examined in the light of the exemptions provided for in the Acts.

* Feedback will be provided only on written request. Requests must be made no later than **20 days** subsequent to the County Council meeting approving Arts Grants.
* Assistance will be given only in respect of specific activities commencing before November 2023 and not towards the payment of past debts. Payment of grant aid will be made following written confirmation that the event will take place following which a certified statement of income and expenditure and project report must be submitted.
* Recipients of grant aid must acknowledge the sponsorship role of Sligo County Council by including the Sligo County Council crest and logo on all websites, brochures, posters and programmes. Failure to acknowledge the council’s sponsorship role may result in the withdrawal of any grant offer.
* Funding is offered on a once-off basis and independently of the outcome of past applications.
* All projects must have evidence of adequate and comprehensive Public Liability Insurance. Sligo County Council accepts no responsibility and concedes no liability in respect of any accident, injury or damage to property or person however arising regarding any incident, occurrence or claim which may take place.
* Applicants who are registered for tax purposes, are required to be tax compliant. In line with revised tax clearance procedures, which came into effect in January 2016, the Tax Clearance Access Number and Tax Reference number must be submitted to the local authority for verification purposes. VAT should only be paid where it is included in the proposal.
* Award of the grant will be made to a bank account in the name of the participating organisation, personal bank accounts cannot be used.

**SUBMITTING YOUR APPLICATION**

Application form and relevant attachments must be submitted to **Michelle Dunleavy, email artsgrants@sligococo.ie**, referenced in the Subject Box as **“ARTS VENUES AND ORGANISATIONS 2023 Application”** before **Friday 20th January 2023, 4pm**.

**Email** – [artsgrants@sligococo.ie](mailto:artsgrants@sligococo.ie)

**Telephone:** **Michelle Dunleavy – 071 911 4467**

***Note: Covid 19 Public Health Guidelines***

*As part of your application, it may be prudent to please bear in mind any current and previous public health guidelines and restrictions such as social distancing and crowd control measures which may be reimposed during 2023.*