

C A R L O W
COUNTY COUNCIL

COMHAIRLE CHONTAE CHEATHARLOCHA



ÉIRE
IRELAND

1916
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2016

Clár Comórtha
Céad Bliain
Centenary
Programme

IRELAND 2016

(100th Anniversary of the 1916 Rising)

***“Carlow 2016 Grants Scheme”
for Community Led Projects***

Closing date is no later than 4pm on Friday 31st July 2015

Coordinated by Carlow County Council.

Ireland 2016

“Carlow 2016 Grants Scheme” for Community Led Projects

Carlow County Council, in association with Ireland 2016 and the Department of Arts, Heritage and the Gaeltacht wishes to develop a programme of events to mark the coming 1916 centenary. A “Carlow 2016 Grants Scheme” for Community Led Projects will be available to assist groups, organisations or individuals around the county to mark the 100th anniversary of the 1916 Rising in their area.

Ireland 2016 is a National initiative to develop, coordinate and deliver a programme for the 2016 centenary year with local, national, and international events, based on five intersecting themes, drawing inspiration from the ideals of 1916, the Proclamation, and the events of that time. It is a call to action to **REMEMBER** the events of 1916, **REFLECT** on the last 100 years, and **RE-IMAGINE** Ireland’s future. Each Local Authority will lead and enable an appropriate programme of ‘Remembering’, ‘Reflecting’, and Re-imagining’ for each county. A final programme for each county will be published in October 2015.

What is the purpose of the “Carlow 2016 Grants Scheme” for Community Led Projects?

The “***Carlow 2016 Grants Scheme” for Community Led Projects*** will support groups , organisations or individuals around the county to mark the 100th anniversary of the 1916 Rising in their area based on five intersecting themes drawing inspiration from the ideals of 1916 and events of that time. The “***Carlow 2016 Grants Scheme” for Community Led Projects*** is administered by Carlow County Council.

The Five Themes

In order to be successful, projects must be representative of **one or more** of the following themes:

- ***Remember*** – Commemorating the historic events of 1916 in the full context of our history.
- ***Reconcile*** – confronting the divisions of the past and reflect on how the ideals of the Proclamation were rekindled and contributed to reconciliation.
- ***Imagine*** – engaging with all of our people to challenge our assumptions to re-imagine our legacy for future generations.

- **Present** – Showing how as a Republic we took our place ‘among the nations’ expressing our individuality through our own distinctive culture.
- **Celebrate** – the idealism of the Proclamation, exemplified by our legacy of UN peacekeeping, and the developmental and humanitarian work of Irish Aid and our NGOs.

Criteria for the “Carlow 2016 Grants Scheme” for Community Led Projects

The following criteria must be demonstrated:

- The extent to which the proposed project/initiative/event is aligned to the five themes of “Ireland 2016”.
- The extent to which the proposed project/initiative/event maximize community and citizen engagement around the key “Ireland 2016” themes.
- The extent to which the proposed project/initiative/event connects with the events of the 1916 Easter Rising and those who fought or died during that time.
- The extent to which the proposed project/initiative/event is unique, innovative, creative, interesting and likely to make an impact.
- The cost of executing the proposed project/initiative/event and its value for money.
- The capacity of the group/organization/individual to complete the project/initiative/event.
- Any additional supports and funding that may be required and have been secured from relevant stakeholders.
- The feasibility of project/initiative/event completion within the timeframe allocated.
- Groups/organisations must be formally constituted i.e. hold an A.G.M. or regular meetings.
- Groups/organisations must be registered with the Public Participation Network (PPN).
- In the case of groups/organisations a copy of 2014 (*or latest*) income and expenditure accounts must be submitted with application form.
- Groups/organisations/individuals must be tax compliant.
- On completion of the project/initiative/event invoices, receipts together with copies of press reports and photographs must be submitted prior to payment.
- Appropriate insurance cover must be in place.
- Full compliance with Child Protection Policies if activities are involving children and young people (0-18yrs).

What grants are available?

For community led projects/initiatives/events which meet the selection criteria funding of up to **80%** of the cost subject to a maximum grant of € 2,500 will be available. The overall budget is € 25,000 and applications will be assessed by an independent evaluation committee on a competitive basis. There is no guarantee of funding for projects/initiatives/events which achieve the minimum eligibility criteria.

Who is eligible to apply?

The "***Carlow 2016 Grants Scheme***" for ***Community Led Projects*** is open to groups or organisations or individuals who are organising relevant community projects/initiatives/events in 2016. To be eligible for funding, the project/initiative/event must be based in County Carlow and take place before October 31st 2016.

Project/initiatives/events should emphasise the following:

- Be focused on developing strong links with the community.
- Demonstrate a capacity to deliver i.e. the organiser(s) must provide evidence of and have a clear plan for delivering the project/initiative/event.
- Have the capability to promote the project/initiative/event and provide a potential for media coverage.
- Be either a new project/initiative/event which will take place in 2016 or an addition to an existing project/initiative/event which is being expanded to celebrate the 1916 centenary.
- Celebrate /commemorate the event in a sensitive manner.

What items and expenses are excluded from the fund?

Any expenditure on items which were incurred before approval of grant aid was received. Spend on alcoholic beverages, fines, penalty payments, planning applications, legal costs, audit fees, financial consultancy fees and wages and salaries of consultants.

How do I apply?

You must apply directly to Carlow County Council. Only completed submissions received via the approved application form will be considered. The completed form must be sent to ***Dermot Mulligan, Ireland 2016 Carlow Coordinator, Carlow County Council, County Buildings, Athy Road, Carlow.*** Applications must be received before **4pm on Friday 31st July 2015.**

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

The funding offered must only be used for the purposes specified in your application. Payment will only be made after the project\initiative\event has taken place. In order to receive the payment, the successful applicant must complete a short ***Post Event Report Form*** (to be supplied by Carlow County Council) and provide the following:

- Evidence that project/initiative/event has taken place (e.g. photographic evidence, copies of press features etc.)
- Evidence of Public Participation Network (PPN) registration.
- Receipts for the full costs.
- A completed Carlow County Council "supplier set up form" with tax registration number and copy of your bank statement header.
- Payment will be made by Electronic Fund Transfer (EFT) only.

Funding not claimed by the agreed deadline November 30th 2016 will be cancelled.

How will I know if my group has been successful?

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

A list of successful grantees will be published on Carlow County Council's website stating the name and date of the event taking place. The name and date of the event taking place will be included in the Carlow County Council Ireland 2016 County Plan.

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 included with the letter of offer.

Disclaimer – please read carefully

It will be a condition of any application for funding under the terms and conditions of the “**Carlow 2016 Grants Scheme” for Community Led Projects** that the applicant has read, understood and accepted the following:

Carlow 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:

- The application or the subject matter of the application.
- The rejection for any reason of any application.

Carlow 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. By submitting an application, applicants agree to the processing and disclosure of the applicant’s information by Carlow 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, event details, etc.) by these parties in connection with the marketing or promotion of the scheme. Carlow County Council and the Department of Arts, Heritage and the Gaeltacht 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 Legislation.

Where a grant is allocated for a specific project/initiative/event Carlow County Council will not be responsible for the insurance of that project/initiative/event. Nor will Carlow County Council be responsible for your compliance with Child Protection Policies if activities are involving children and young people (0-18yrs). Carlow County Council recommends that the organisers have appropriate insurance cover in place prior to the commencement of a project/initiative/event.

Please send completed application forms to the address below before 4.00pm on Friday 31st July 2015:

Mr. Dermot Mulligan, Ireland 2016 Carlow Coordinator, Carlow County Council, County Buildings, Athy Road, Carlow.

Ireland 2016

“Carlow 2016 Grants Scheme” for Community Led Projects.

APPLICATION FORM

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APPLICANT DETAILS	
Name of Community Group / Organisation / Individual:	
Address:	
Name of Chairperson:	
Name of Secretary:	
Name of Treasurer(s) :	
Tax registration <u>or</u> Charitable Status number (CHY):	
NAME AND CONTACT DETAILS OF THE PERSON DEALING WITH THE APPLICATION	
Name:	
Address:	
Telephone:	
Email:	
DETAILS OF PROPOSED PROJECT\INITIATIVE\EVENT	
Name of project/initiative/event:	
Date(s):	
Location(s):	
Was the event held in previous year(s):	

Briefly describe your project/initiative/event. Explain the rationale for its existence and how it will support Carlow County Council's Ireland 2016 County Plan.

(Keep to a maximum of 500 words, please use an extra page if required.)

State which (one or more) of the five themes the project/initiative/event relates to and explain this relevance:

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Where will your project/initiative/event preparation be carried out?

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What will be the public benefit of your project /initiative/event for the community in your area and /or nationally?

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How will you promote the project/initiative/event?

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Who will the project /initiative/event target?

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<p>Capacity to deliver: Does your group (or its members) have experience of successfully running a project/initiative/event like this? If so, please detail. What structures are in place, who will oversee it etc.?</p>	
<p>Have you secured all approvals, permissions, planning permission, licences, consents required for your project /initiative /event? Please give details.</p>	
<p>Any Relevant Extra Information:</p>	

an upper limit of € 2,500 will be awarded to successful applicants)

Please tell us where the balance of funds is coming from:

**Have you received or applied for other sources of public funding?
Please circle as appropriate**

Yes

No

If yes, please state the source and amount of funding.

Incomplete forms will NOT be considered

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- The application or the subject matter of the application.
- The rejection for any reason of any application.

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Declaration of Applicant(s)

I/We have read and understood the information, criteria and disclaimer applicable to the "**Carlow 2016 Grants Scheme**" for **Community Led Projects** and agree to comply in full therewith. We 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/we have not applied to any other city / county council for funding for this event. *In the case of community groups or organisations more than one member must sign the application.*

1) Signed: _____

Date: _____

Name: (in block capitals):

2) Signed: _____

Date: _____

Name: (in block capitals):

On behalf of: (organisation's name):

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Please send completed application forms to the address below before 4.00pm on Friday 31st July 2015:

Dermot Mulligan, Ireland 2016 Carlow Coordinator, Carlow County Council, County Buildings, Athy Road, Carlow.