

LOCAL FESTIVAL & PARTICIPATIVE EVENTS PROGRAMME - FUNDING APPLICATION FORM 2018

Completed applications can be posted to Clare County Council, Tourism Department, Áras Contae an Chláir, New Road, Ennis, Co Clare or emailed to <u>economicdev@clarecoco.ie</u>

Closing date for receipt of completed applications is **5pm on Tuesday**, **3rd April 2018**.

Applications received after this date will not be considered.

Notes for Applicants:

- Maximum funding available under this fund is €6,000.
- The festival/participative event must have a minimum expenditure of €10,000.
- The festival/participative event must generate a minimum of 300 visitor bednights in paid accommodation.
- There is no guarantee of funding for applications which achieve the minimum eligibility requirements. The fund is limited and all eligible applications will be evaluated on a competitive basis in accordance with the funding guidelines.

Contact Details

Name of the pe	erson to whom any correspondence regarding this application should be a	ddressed:
Name:		-
Address:		-
		-
l elephone:	Mobile:	
Email:		

Section 1: Festival/Participative Event Details

Name of the Festival/Participative Event:	
Festival/Participative Event website address:	
Date of proposed Festival/Participative Event:	
Location of proposed Festival/Participative Event:	
Is the Festival/Participative Event new or existing?	
Frequency of Festival/Participative Event?	
Festival/Participative Event operating since (year)?	
,	
Name of company/organisation in ownership?	
When was the organisation established?	
Legal Status (e.g. community group, limited company etc.):	
Aims and objectives of the organisation:	

Team Members

Please provide details on the experience and abilities of the Committee/Board Members of the Festival/Participative Event:

Name	Role and Relevant Experience (e.g. chairperson, secretary, treasurer, public relations officer etc.)				
	see. stary, a succession, public rotations officer officer				
Number of Voluntary Members:					
Total Number of Staff Members (if any):					
Number of Full-Time Paid Staff:					
Number of Part-Time Paid Staff:					

Festival/Participative Event Category

The purpose of this section is to give Clare County Council an understanding of (a) your festival/participative event an (b) how it entertains and/or draw tourists to the locality.

Which category below best fits your Fes	Tick X	
General		
	Historic	
	Family	
	Traditional Culture	
Arts, Music & Theatre		
Food & Drink		
Sports & Outdoors	Walking	
	Running	
	Cycling	
	Water-based Activities	
	Triathlon/Adventure Race	
	Angling	
	Equine	
	Golf	
	Motor Sports	
	Team Sport	
Business & Education		
Other (specify the type of Festival or		
Participative Event)		

Attendance Details

A	Attendance Details:	Last Festival/Participative Event (if Applicable)	2018 (projected)	^ How was data collected?
	Attendance Ticketed:			
	Attendance Non			
	Ticketed:			
	Total Attendance:			
В	Taking the total attendan	ce figure above, please pro	vide the following	breakdown:
	* %Local			
	* %Domestic			
	* %Overseas			
	Must add to 100%			
С	Of those who overnight			
	in the area, what is the			
	average number of			
	nights			

- * Local Those living within a 65km/40 mile radius within the county
- * Domestic Those living beyond 65km/40 mile radius outside the county * Overseas Those living outside the republic of Ireland
- ^ Please explain how the figures were estimated including what research, if any has been carried out in the compilation of the above figures.

Growth of Festival/Participative Event:

Please give full details of the festival/participative event for which you are requesting funding, including the reason for its existence , appeal to tourists , and vision for the future : (Please include business plan if available)
Festival/Participative Event Benefits
How will the festival/participative event benefit your area? The festival/participative event must demonstrate how the event will add to the reputation of the local area as a tourist destination and demonstrate past/projected economic impact. The festival/participative event must drive domestic tourism and also have the potential to extend the tourism season.
Please provide details on sustainable local gains i.e. benefits to local businesses, increased media awareness of the area etc.

Section 2: Festival/Participative Event Programme
Please provide details on the content of the festival/participative event programme, to include details on events organised and expected timetable. The programme must be comprehensive and well designed, include high quality content, and attract extra visitors to the event. The content must appeal to tourists. (Please provide a copy of your festival/participative event programme if available)

Please provide details of how the festival/participative event will highlight the local features of the Fáilte Ireland programme areas, **The Wild Atlantic Way** and/or **Ireland's Ancient East** (see criteria for

details).

Section 3: Marketing

How will the festival/participative event be promoted and marketed? Please include details on the event's flarketing Strategy , Marketing Budget , how the festival/participative event will be promoted to ourists , the festival/participative event target markets and how these were chosen.
Please provide details on local and business partnerships in the area to include details on cross- selling packages with local attractions and tourism businesses, packages with accommodation providers and tour operators.
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Section 4: Digital Capability

Section 5: Financial Details and Funding Requested

Expenditure: Please provide a full breakdown of all expenditure related to this proposal under headings such as marketing costs, programme and event production costs, development costs etc.

Details	Amount
Marketing Costs	
Development Costs	
Programme & Event Production Costs	
Other (please specify)	
<u>Income</u> : Please provide a full breakdown of <u>all</u> projected sources of income under he fees, ticket sales, sponsorship, grant schemes, fundraising, borrowings etc. Details	eadings such as: Amount
Earned Income (to include ticket sales):	Amount
Sponsorship (Please specify the source):	
Clare County Council Grants:	
Municipal District Grants	
Town Development Fund	
Arts Grant(s)	
Leader/Local Development Companies:	
Creative Ireland Funding	
Arts Council:	
Other (please specify):	
Fundraising:	
Borrowing:	
Other (please specify):	
(1 2 2 2 2 7 7 7 7 7 7 7 7 7 7 7 7 7 7 7	
Total expenditure € Total income €	
Amount requested from Clare County Council. €	
7. mount requested from entre country countries	
Please give details on what the grant will be specifically used to fund:	

Financial status of Organisation				
Does your group keep annual accounts?	Yes		No	
Is your group Tax Registered?	Yes		No	
If yes, please give include your tax no.				
Does your organisation have charitable status?	Yes		No	
If yes, please give details:				
Section 6: Acknowledgement of Clare Co	unty (Coun	cil an	d Fáilte Ireland
Please state how your group proposes to acknowledge the note Clare County Council's and Fáilte Ireland's logo mus media channels and websites etc)				
Section 7: Supporting Documentation				
Supporting Documents to be submitted where applicable	:			

- Festival/Participative Event Programme Outline
- Vision and Mission Statement
- Marketing and Promotions Plan
- Business Plan with Budget and Economic Impact
- Long Term Financial Sustainability Plan
- Audited Accounts where necessary
- Child Protection Policies and Procedures
- Health and Safety Plan
- Environmental Management Plan, if applicable

Child Protection Policy:

Clare County Council funding policy requires any organisation seeking funding, whose activities involve children, to submit a copy of their current child safeguarding policy along with the completed application materials. Failure to do so may render the application invalid.
Do your organisation's activities involve children? Yes No
If yes, include a copy of your current child safeguarding policy.
<u>Insurance:</u>
Clare County Council strongly recommends that all organisations have adequate insurance cover for the projects they undertake. In providing grant support Clare County Council will not be liable for any actions that may arise as a result of the negligence of the applicant. Please attach a copy of your current insurance cover.
Name of Insurer:
Please give level of Public Liability cover

Confidentiality:

By submitting an application, applicants agree to the processing and disclosure of the applicant's information by Clare County Council and Fáilte Ireland 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 Fund. Clare County Council, and Failte Ireland are parties to a Memorandum of Understanding which reflects the terms of the arrangement between the parties and all such parties agree to employ appropriate measures to keep applicants' data safe and secure; to prevent its unauthorized 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.

Declaration:

I have read and understand the information and gufull therewith.		
I hereby declare that all information provided in thi documentation submitted in support of the application council to make any enquiries, as they consider not be a support of the application.	tion is truthful and I hereby authoris	se Clare County
Courion to make any originate, as may consider its	socially to access the application	•
Signed:	Date:	
Name: (in block capitals)		
On behalf of: (organisation's name)		

Clare County Council, Tourism Department, New Road, Ennis, Co. Clare.

Phone: (065) 6846511

Email: economicdev@clarecoco.ie



