

**MUNICIPAL DISTRICT OF ENNIS
COMMUNITY AND ARTS GRANT SCHEME 2018**



APPLICATION FORM 2018

Closing date for completed application form is 4p.m. Friday 16th of February, 2018. Sporting organisations are NOT ELIGIBLE to apply for funding under the 2018 Community & Arts Grant Scheme.

This form should be completed having regard to eligibility criteria of the Scheme. On completion, please forward it and accompanying supportive documentation to Orla Shanagher/Ryan O'Neill, Municipal District of Ennis, Áras Contae an Chláir, New Road, Ennis, Co. Clare.

1. Name of Applicant:

2. Title and type of body undertaking the project/initiative:

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3. Catchment area/population served by organisation:

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4. Please give a brief description of the proposed project including its purpose on completion of the scheme and further use of the scheme (Add extra pages/provide documentation, drawings, photos, maps etc as appropriate).

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5. Project location: (within Municipal District of Ennis area)

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6. Time frame for completion of the project or initiative/date of event. (Please give reasons if project will not be completed by the end of 2018)

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7. To whom and where should correspondence be addressed?
(main contact person)

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8. Organisation details:

(a) Chairperson of Organisation:

Name: Tel: Mobile:

E-mail Address:

Address:

(b) Secretary of Organisation (if applicable):

Name: Tel: Mobile:

E-mail Address:

Address:

(c) Treasurer(s) of Organisation:

Name: Tel: Mobile:

E-mail Address:

Address:

9. Is your group registered with the PPN (Public Participation Network)?

Yes/No

If yes please confirm date of registration:

10.

(a) Give details of estimated cost of project, together with details of fund-raising activities and expected or actual outcomes of same

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(b) Please provide breakdown of the total estimated cost of the project:

Total project cost (breakdown)	
Source/Type of funding from other agencies	
Grant amount sought under this scheme	
Total value of own Fund raising	
Own resources (amount)	
Total €	€

11. Is funding available from, received from or approved by other agencies in relation to this project:

Yes/No

If **Yes** please give details:

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12. Has your organisation / group previously received a grant from Clare County Council, or any other public body for this project / other projects?

Yes/No

If **Yes**, please give details (amount & year):

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13. Additional comments in support of application

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14. Please indicate your willingness to participate in other Council initiatives including the St. Patrick's Day Parade:

Yes/No

I/We hereby apply for a grant of €_____ towards this project. This application has been completed by me/completed on my behalf and I declare that the information provided is true and correct. I/We also confirm that any contribution from the Municipal District of Ennis will be acknowledged in all publicity material etc.

Signed: Date:

Name : (print)..... Capacity:

Signed: Date:

Name : (Print)..... Capacity

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MUNICIPAL DISTRICT OF ENNIS

COMMUNITY AND ARTS GRANT SCHEME 2018



Guidelines for Grant Applicants - 2018

The Members of the Municipal District of Ennis will consider applications for grant assistance in respect of projects designed to improve the quality of life of the people in the Municipal District of Ennis.

The objective of the grant scheme is to encourage and support local organisations and groups active in the cultural, artistic and community development needs of the District.

1. Applicants will have to be residing/based within the Municipal District of Ennis to be eligible for entry into this Grant Scheme. Map of Municipal District of Ennis attached.
2. The scheme is open to individuals and organisations. The project must be directly related to one or other of the following categories:
 - Projects to encourage and maintain high standards in all art forms
 - Projects which promote culture, local heritage and education
 - Projects which generate civic pride and local community development
3. Projects in the areas of recreation, cultural, artistic and education will receive priority.

Sporting organisations are not eligible to apply for funding under the 2018 grant scheme.

4. Grant assistance under this scheme may be applied for in respect of projects/initiatives only. Subvention of an organization's/group's annual routine operating costs is excluded under this scheme.
5. Ideally projects selected will have to be completed within the relevant calendar year. Where relevant, the Council will require reports and updates on projects selected for grant funding.
6. Applicants must show that the project is well planned and give indications of potential and future uses of the project.
7. Having regard to the budgetary provisions and the number of applications received, the Members of the Municipal District of Ennis may set a maximum limit each year on the amount of any individual grant.
8. Applications for funding under the scheme will be required to indicate whether or not funding is available from, received from or approved by other agencies and the amount of such funds.
9. The allocation of funds under the scheme for projects/initiatives is aimed at supplementing an organisation's or group's own resources. Applicants must provide funding from their own resources towards the cost of the project and they must indicate this level of financial commitment on their application form.
10. Grants will, in general, be allocated on a once off basis and will be paid on the basis of interim and final reports and receipt of accounts on the project.
11. Approved applicants may request an organisation to supply tax reference details.
12. Before Grant assistance is awarded, all applicants must;
 - have submitted documentation detailing fully the nature of the project and validated cost estimates together with plans and supporting documentation
 - provide details of the organisation/group applying along with contact details
 - agree to acknowledge the financial contribution from the Municipal District of Ennis and to submit a final report
13. When relevant, groups receiving grants under the scheme would indicate their willingness to participate in the St. Patrick's Day Parade.

14. Payment of the grant will be subject to receipt of the following:
 - A final report on the event/project;
 - Receipts supporting the expenditure incurred;
 - A statement from the Chairperson and Treasurer of your group to the effect that the grant has been used for the purpose for which it is claimed.
15. Please note that the contribution of the Municipal District of Ennis must be acknowledged in all publicity material, etc. in relation to the event/project. Allocation of grants under this scheme are subject to the formal approval of the Members of the Municipal District Committee.
16. Recipients of Grants under other Council Grants Schemes will NOT be eligible under this Community & Arts Grant Scheme.
17. Applicants are encouraged to be registered with the Public Participation Network if appropriate.
18. Applications will be available from the Ennis Municipal District Office, Áras Contae an Chláir, New Road, Ennis, contact Orla Shanagher 065 6846544, Ryan O'Neill 065 6846542 or download from the Clare County Council website www.clarecoco.ie
19. Applications received after the closing date will not be considered.

Closing date: 4pm Friday 16th February, 2018