

Westmeath County Council's Creative Ireland Community Grant 2024

Introduction

As part of Westmeath County Council's Creative Ireland Programme for 2024, we invite applications for the Westmeath Creative Ireland Community Grant.

The Westmeath Creative Ireland Community Grant is a county-wide call to community groups, organisations, venues, and individuals working in the creative arts including arts, culture, and heritage. The call encourages the development of high-quality creative projects and programmes which enable groups and individuals to realise their full creative potential and develop and encourage greater access, knowledge and appreciation of the arts, culture, and heritage.

Projects must involve an active engagement between a community group and at least one creative professional. A group may make the initial approach to a creativity professional with a view to developing a project or vice versa.

We are open to project proposals that involve groups that have had little or no previous involvement in creativity and culture projects for any reason such as economic, geographic, or having lacked awareness or opportunity. We will endeavour to give whatever advice and assistance we can to ensure your project can achieve the best possible experience for everyone involved.

Context

The Creative Ireland Programme is an all-of-government initiative committed to enhancing access to, engagement with, and enjoyment of Ireland's culture and creativity. The vision of the Creative Ireland Programme 2023 - 2027 is to mainstream creativity (arts, culture, heritage, or technology) in the life of the nation so that individually and collectively, in our personal lives and in our institutions, we can realise our full creative potential thereby promoting individual, community and national wellbeing.

Westmeath Culture & Creativity Strategy

Applications must show how their project can fulfil at least one strategic priority of the Westmeath Culture & Creativity Strategy. Please see the [Culture & Creativity Strategic Plan 2023-2027](#) for further details.

The five priorities are:

1. **Economic Development and Creative Industries-** support creative initiatives that boost the local economy.
2. **Diversity and Access-** facilitate creative initiatives that prioritise diversity and accessibility.
3. **Creative Youth-** empower young people through cultural and creative processes.
4. **Climate Action and Sustainability-** harness creativity for meaningful engagement on the profound environmental changes we are witnessing.
5. **Westmeath Culture & Creativity Team-** support capacity building of the Culture & Creativity teams to lead on the development of collaborative strategies of scale.

Budget and Finance Information

Westmeath County Council is committed to fair pay within the arts.

Awards of between €500 and €5,000 are available within this scheme.

Please note that due to the competitive nature of this grant, successful applicants may not receive 100% of their requested funding. In the application form, you must breakdown all planned expenditure, and all proposed income- including financing from Westmeath County Council, and other sources of planned income.

Payment to successful applicants will be made by electronic fund transfer **only**. Recipients of awards more than €2,000 may draw-down 50% of the award immediately following selection (only on receipt of insurance documentation).

Items that are excluded from the fund include:

- Capital projects and infrastructural projects.
- Fuel/Travel costs outside of county, accommodation unless expressly approved in writing in advance by Westmeath County Council.
- Spends on alcoholic beverages, fines, legal costs, penalty payments, prize.
- Items of expenditure incurred prior to the approval of grant funding.
- Website development and printing/publications.

Timeline

The closing date for submission is on or before **5pm, Wednesday 14th February 2024**.

Applicants with queries or requests for guidance should contact the Creative Communities Engagement Officer by Friday 9th February at the latest to ensure time to resolve any issues arising and availability of staff. Details can be found below.

There will be an introductory information session to the application process for interested artists and community groups. This will take place **online on Wednesday 24th January from 11am-12pm**

There will also be support clinics for applicants who may wish to discuss their projects with the Creative Westmeath team. As a social media presence is a requirement of this grant, members of the team will also be able to inform on setting up social media platforms at these sessions. The dates and times for these clinics are:

Tuesday 30th January, 1pm-2pm Athlone Library

Tuesday 30th January, 5:30pm-6:30pm Athlone Library

Thursday 1st February, 1pm-2pm Mullingar Library

Thursday 1st February, 5:30pm-6:30pm Mullingar Library

An offer to successful projects will be issued by **early March**. At this time, successful applicants will receive a letter of offer which will detail all conditions and requirements. This must be signed and returned by the date specified on the letter. Failure to do so may result in funding being withdrawn and reallocated to another project.

Proposals should illustrate clear planning in terms of concept, execution, and timing. Successful projects must have commenced by **Saturday 1st June 2024** at the latest and be fully complete by **Saturday 12th October 2024** at the latest to adhere to funding requirements. Projects that will be finished after this date are welcome to apply but must detail in the application the time sensitive nature of their project.

Provision of a mid-cycle report is mandatory for Creative Ireland in terms of their communications. This is required by **Wednesday 24th July 2024**. Successful applicants will be asked to submit a short press release and accompanying photos and links before this date.

By **Saturday 12 October 2024**, all successful applicants must complete a final progress report and provide evidence that the project is complete, (online links, photographs, press reviews, receipts).

Project Requirements

To be eligible for funding, projects/events must:

- Take place in Westmeath, involving communities based in Westmeath, and artists based within a reasonable distance to Westmeath.
- Encourage or benefit participation in the Creative Ireland programme and enhance the awareness of culture and creativity in the local area.
- Be accessible to diverse audiences and participants and will be inclusive in theme and approach.
- Have a clear, comprehensive and realistic budget, be designed on a realistic financial basis, and provide good value for money.
- Adhere to the deadlines stated under timeline.
- Be likely to make a significant impact in their community.
- Show the skillsets of applicants and that they have capacity to deliver the project.
- Be aligned with one or more of the strategic priorities from Westmeath's Culture and Creativity Strategy.
- Maximise creative community and citizen engagement in Westmeath.

Projects that are not eligible include but are not limited to:

- Book publishing or editing
- Website development
- Individual mentoring
- Individual artist development initiatives
- Financial support for individual artists

Please note any grant recipients previously in receipt of Creative Ireland Funding who did not submit feedback forms are not eligible to apply for this fund in 2024.

Assessment Criteria

Grant applications received will be evaluated by an external panel in respect of the following criteria:

- Quality, innovation, and creativity of the planned project. (20%)
- Track record: Ability and expertise of the group or individual to undertake and manage projects. (20%)
- The feasibility and viability of project within the timeframe. (20%)
- Accuracy and presentation of budget (20%)
- Sustainability, growth potential of project beyond **2024**. (20%)

Terms & Conditions

It will be a condition of any application for funding under the terms and conditions of the Westmeath County Council Creative Ireland Open Call that the applicant has read, understood, and accepted the following:

1. Westmeath 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:
 - a) The application or the subject matter of the application.
 - b) The rejection for any reason of any application.
2. Westmeath 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. In respect of monies provided by Westmeath County Council, the council does not undertake the role of 'Client' or 'Employer' as defined in the Safety, Health, and Welfare at Work Act 2005.
3. By submitting an application, applicants agree to the processing and disclosure of the applicant's information by Westmeath 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 Fund. Westmeath County Council and the Department of Arts, Heritage, and the Gaeltacht 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 applicant's 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.
4. Westmeath County Council and Creative Ireland have permission to use the imagery and audio-visual materials provided for promotional purposes only, it will be the responsibility of successful applicants to ensure appropriate permission have been secured, and relevant GDPR guidelines have been followed.
5. Westmeath County Council will not retrospectively fund projects and take no responsibility for proposed projects that are already underway.

How to Apply

Please complete the application form [here](#). Submissions will receive email confirmation. If you do not receive email confirmation it is your responsibility to email or phone us to ensure that your submission has been successfully received.

The application form has three sections:

Part A: Project Details. Here you will explain details relating to your project- target audience, project type, description of project, etc.

Part B: Applicant Details. This should be completed by the contact person for the project. Here you will be asked for details on the creatives and communities involved in the project, including CVs and Child Protection Policies where relevant.

Part C: Final Details. Here you will be asked to acknowledge the terms of the contract that successful applicants must sign before receiving funding. This includes timelines for projects, terms and conditions, etc.

There are certain documents you will need to have ready to attach to the application form. If any of your activities involve working with children and young people, you must include a current soft copy of your organisation's Child Protection Policy. Please include CVs and any relevant supplementary information for each person listed as a professional creative.

Further information that may support your application could include -

- Publications / press material from previous activities.
- More comprehensive budget information.
- Applications should acknowledge that they are responsible for necessary insurance cover related to their event or activity.

The closing date for submission is on or before **17:00,**
Wednesday 14th February 2024.

If you require any further information or assistance, please contact Creative Communities Engagement Officer, Grace Dignam on grace.dignam@westmeathcoco.ie, or on 087 940 9317.

IMAGE CONSENT

Westmeath County Council, the Creative Ireland Programme and the Department of Tourism, Culture, Arts, Gaeltacht, Sport and Media may wish to use your name, image or video in which you feature for archival or public engagement purposes which include official Government websites, reports, media and/or social media channels.

I hereby consent to the collection and use of this imagery/video as outlined above.

I also understand that my consent can be withdrawn at any time by contacting creativeireland@tcagsm.gov.ie

Name: _____

Signature and Date: _____

If participant is under 18, parental consent is also required:

I, _____, am the parent/legal guardian of the individual named above, I have read this release and approve of its terms.

PARENT/LEGAL GUARDIAN NAME (BLOCK CAPITALS) _____

Signature and Date: _____

The Department of Tourism, Culture, Arts, Gaeltacht, Sport and Media's Data Protection Policy is available on www.gov.ie/en/organisation-information/5c605-data-protection/