



## **Creative Fingal Project Awards 2020**

### **Guidelines**

Creative Ireland 2017-2022 is a five year Government initiative which places creativity at the centre of public policy. Creative Fingal is the local application of this initiative across the Fingal area.

As part of Fingal's 2020 Creative Ireland programme, Fingal County Council invites applications from individuals and groups with not for profit projects which creatively explore at least one of the following themes;

- Community Wellbeing and Culture
- Heritage (which may include historical exploration)
- Music
- STEAM (science, technology, engineering, arts and mathematics)
- Irish language

**Preference will be given to projects which combine two or more themes**

It is envisaged that a series of awards will be made in the region of €3,000 - €10,000.

### **CONDITIONS**

1. Applications will be accepted on the official application form only.
2. All support material to be no larger than A4. Support material larger than A4 will not be assessed.
3. Closing date for applications is Friday 28th February 2020, at 16.30.  
Late applications will not be considered.
4. Applications may only be made for projects to take place in the Fingal Area.
5. **Projects must be completed by 1<sup>st</sup> November 2020.**

6. The public interface/engagement element of the project/event must be free of charge.
7. Selection Criteria will include:
  - (a) The extent to which the proposed event/project is aligned to the Creative Ireland Programme Pillar - 'Enabling Creativity in Every Community';
  - (b) The extent to which the proposed event/project maximises community and citizen engagement;
  - (c) The extent to which the proposed event/project is ambitious, innovative and fosters creativity;
  - (d) The potential scope of the event/project and anticipated target audience;
  - (e) The cost of the proposed event/project and any additional supports and funding that may be required or have been confirmed; and
  - (f) The feasibility of completing the project within the specified time frame.
8. All projects will be evaluated using the following marking scheme

1	Addressing a number of themes	125
2	Level of Community and citizen engagement (a) (b) (d)	250
3	Scale of project in terms of ambition, innovation and fostering creativity. (c)	250
4	Costing- value for money (e)	175
5	Project management – The feasibility of completing the project (f) Organiser(s) must provide evidence of and have a clear plan for delivering the project	200
	Total	1000

9. All recipients of grant assistance under the Creative Ireland scheme for projects involving children or young people must have appropriate policies in place as regards Child Protection. Fingal County Council will also require confirmation that the appropriate insurance policies and Health and Safety Procedures are in place.
10. Grant aid provided by Fingal County Council for the Creative Ireland initiative must be acknowledged in all publicity material associated with the project. We reserve the right to publicise the awarding of the Creative Fingal Project Awards.

Failure to acknowledge appropriately may deem the award invalid and support received may need to be refunded to Fingal County Council. All successful applications will receive a copy of Fingal County Council and Creative Ireland logos, along with the requirements for acknowledging the award.

11. Successful candidates are required to provide a short progress report/update to Fingal County Council midway through the project. Failure to do so may deem the award invalid.
12. Assistance shall not be given in respect of commercial activities.

13. Payment will not be made for activities commenced prior to approval.
14. All applicants will be advised of Council's decisions in writing.
15. The payment of an award is not to be taken as an indication that any subsequent award will be made to the organiser/project on another occasion.
16. Applications may be accompanied by supporting material. Supporting material, no larger than A4 (e.g. from previous projects, exhibitions etc. with dates, venues, CV's of project leaders, or profile of organisers, photographs)
17. Depending on the level of grant awarded a current Tax Clearance Certificate may be required.
18. All Projects must have evidence of adequate and comprehensive public Liability Insurance.

Please send the completed application forms and one copy of any support material to:

**Creative Fingal Project Awards 2020, Fingal County Council, Community, Culture and Sport Department, Grove Road, Blanchardstown, Dublin 15, D15 W638**

Or email  
Creativefingal@fingal.ie

For further information, please contact:

Email: creativefingal@fingal.ie

Web: <https://www.fingal.ie/creative-fingal-project-awards-2020>

**Fingal County Council  
Creative Fingal Project Awards 2020**

**APPLICATION FORM**

**1.0 Applicant Details**

Name of Applicant: \_\_\_\_\_

Organisation (*if applicable*) \_\_\_\_\_

Name and Title of contact person (for payment purposes):

\_\_\_\_\_

Address: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Tel: \_\_\_\_\_ E-Mail \_\_\_\_\_

Please outline details of the Organisation /Artists work \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

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\_\_\_\_\_

\_\_\_\_\_

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## 2.0 Project Details

Project/ Event for which grant is being sought: (you may use bullet points or a separate sheet if necessary). Please ensure that you consider each item under the Selection Criteria set out on the information note attached.

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Who will be involved in Project?

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Who is your target audience / participants?

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Commencement Date of project: \_\_\_\_\_

End Date of Project \_\_\_\_\_

### 3.0 Themes of Project

Please note two or more themes is desirable for your project

Community Wellbeing and Culture

Heritage

Music

STEAM (Science, Technology, Engineering, Arts & Mathematics)

Irish language

### 4.0 Budget for the Project

What is the estimated overall cost of the project? \_\_\_\_\_

How much are you requesting from this award? \_\_\_\_\_

(Minimum grant available €3,000 - Maximum grant €10,000)

Please note that the maximum grant is not guaranteed.

Are you applying for funding for this project from any other sources?

Yes ( )      No ( )

(Note: no double funding from Fingal County Council is allowed)

If yes, please give details

Source	Amount
_____	_____
_____	_____
_____	_____

Please note that the maximum grant requested is not guaranteed. If this occurs how do you propose to fund the shortfall for the project.

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**Project Costs**

Please provide details of proposed costs associated with the project. Where relevant please supply quotes or tenders if available.

Item	Cost
<hr/>	<hr/>
<hr/>	<hr/>
<hr/>	<hr/>
<hr/>	<hr/>
<hr/>	<hr/>
<hr/>	<hr/>
Total Cost	<hr/>

Please note: In order to draw down funding, the group must submit receipts of approved expenditure for your project. Payment will be made on foot of eligible receipts provided and paid via electronic fund transfer only. Payment will only be made retrospectively.

## 5.0 CHECKLIST. PLEASE ENSURE YOU HAVE INCLUDED ALL RELEVANT DOCUMENTATION

- Description of the proposed project.
- Declaration of other grants or other assistance received or sought.
- Budget of project
- Supporting material (**No larger than A4**) that may be relevant to this application (e.g. programs from previous projects, shows, exhibitions etc. with dates, venues, CV or profile of organisers, photographs)

## 6.0 Declaration

I declare that the foregoing information is correct. I attach documents referred to above and I am aware of the Council's Guidelines for assistance.

Signed: \_\_\_\_\_

Date: \_\_\_\_\_

Please send completed application form and a copy of any support material to:

**Creative Fingal Project Awards 2020**  
**Fingal County Council**  
**Community, Culture and Sport Department**  
**Grove Road, Blanchardstown**  
**Dublin 15**  
**D15 W638**

Or by email to:

[creativefingal@fingal.ie](mailto:creativefingal@fingal.ie)

**Closing date for applications is Friday 28th February 2020, at 16.30.**

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