**COMMUNITY ARTS GRANT**

This award is intended to support **community groups** and **schools** in the provision of **community arts projects** which **promote engagement** and **enhance long-term partnerships** with professional artists.

The maximum grant available is **€2,000**.

Assistance shall be given only in respect of community art projects held in County Meath, which have been devised in partnership with a professional artist and scheduled to occur in 2020.



Completed Applications must be submitted by **Post** to:

Arts Office, Meath County Council, Innovation House, Railway Street, Navan, Co. Meath

No later than Wednesday: **25th March 2020 @ 1pm**

Please address application queries to: artsoffice@meathcoco.ie + 353 (0) 46 9097414

**TERMS AND CONDITIONS:**

* The Community Arts Grants are competition based and previously funded community groups, projects or schools are not guaranteed repeat funding. New applications must be made in respect of 2020 funding.
* Applications must be typed, handwritten applications will not be considered.
* Incomplete or late applications will not be considered.
* Community Groups or schools applying for a Community Arts Grant must be Meath based and must provide a valid eircode.
* Applications must be devised with and propose to engage, a professional supervising/facilitating partner artist.
* A written working agreement must be supplied. Proof of agreed artist’s fees must be supplied.
* This scheme is not intended to wholly fund projects. Applicants must be able to provide evidence of other project income or funding.
* This award is available for future/new projects; it is not available for projects which have already taken place*.*
* Awardees must credit Meath County Council Arts Office in all publicity, on line, in print, on radio and TV.
* Awardees must complete the post project analysis report issued with notification of funding.
* Community arts projects requiring a Child Protection/Vulnerable Adult Policy must declare ones in place.
* Community arts projects requiring a Health and Safety Event Plan/Risk Assessment must declare ones in place.
* All supporting documentation must be clearly labelled with applicant name and contact details.
* Unique or irreplaceable material should not be submitted. Meath County Council will not be held responsible for any such material. A stamped addressed envelope must be submitted if applicant requires the return of support documentation.
* All Community Arts Grants will be made in accordance with the County Arts Development Plan 2019 - 2024.
* Meath County Council reserves the right to review, amend, revise or revoke this scheme at its own discretion at any time.

|  |  |  |  |
| --- | --- | --- | --- |
| **Organisational Structure** | Community Group | | School  Principal’s name: |
| **Organisation’s Name:** |  | | |
| **Nominated Contact and Position:** |  | | |
| **Organisation’s Address:** |  | | |
| **Organisation’s Eircode:** |  | | |
| **Organisation’s Email:** |  | | |
| **Organisation’s Phone:** |  | | |
| **Organisation’s Website:** |  | | |
| **Partner Artist’s Name:** |  | | |
| **Partner Artist’s Email:** |  | | |
| **Partner Artist’s Phone:** |  | | |
| **Partner Artist’s Website:** |  | | |
| **Partner Artist’s principal artistic practice relates to**  **Visual Art**  **Theatre**  **Music**  **Literature**  **Dance**  **Other**  **Please state other** | | | |
| **Title of Proposed Community Art Project:** | |  | |
| **Timeframe of Proposed Community Art Project:** | |  | |
| **Location of Proposed Community Art Project:** | |  | |
| **Estimated Total Community Art Project Income?** | |  | |
| **Estimated Total Community Art Project Cost?** | |  | |
| **Amount Being Sought from MCC?** | |  | |
| **Has organisation secured an MCC Community Arts Grant previously?** | | **Yes**  **No** | |
| **If Yes, please identify the year(s) grant was awarded** | | **2016**  **2017  2018  2019** | |

**APPLICATION**

|  |
| --- |
| **Please use the space below to describe your organisation (300 words max)** |
|  |

|  |
| --- |
| **Please use the space below to describe the Partner Artist’s Artistic Practice (300 words max):** |
|  |

|  |
| --- |
| **Please use the space below to describe the Community Arts Project for which funding is being sought. Include details of objectives, timeframe, management structure and evaluation process (300 words max):** |
|  |

|  |
| --- |
| **Please use the space below to describe how the organisation proposes to spend the monies sought (300 words max):** |
|  |

**SUPPORT MATERIAL**

**Please tick the boxes below to identify the inclusion of listed support material with application**

|  |  |  |  |
| --- | --- | --- | --- |
| Partner Artist's CV including recent work samples (5 max) |  | Evidence of past accreditation given to Meath County Council Arts Office, if applicable |  |
| Declaration of grants and other proposed income |  | Written working agreement signed by organisation and partner artist, including agreed artist’s fees |  |

**DATA PROTECTION**

The personal information (data) collected on this form, including any attachments, (which may include the collection of sensitive personal data) is collected for the purpose of processing this application and any data collected is subject to Meath County Council’s privacy statement which can be found at http://www.meath.ie/Data Protection/

Meath County Council Arts Office regularly sends out information relating to opportunities and events.

|  |  |
| --- | --- |
| I would like my contact information to be added to the Meath County Council Arts Office mailing list | **Yes**  **No** |

**DECLARATIONS**

|  |  |  |
| --- | --- | --- |
| **I confirm the following is required and in place** | **Required** | **In Place** |
| A written **working agreement** between organisation and partner artist including agreed professional fees for artist’s contributions. |  |  |
| A written **Child Safeguarding Statement** developed in accordance with the Children First Act, 2015 and Children First: National Guidance 2017 for the Protection and Welfare of Children. |  |  |
| A written **Vulnerable Adult Safeguarding Statement** developed in accordance with the ‘Safeguarding Vulnerable Persons at Risk of Abuse - National Policy and Procedures’. |  |  |
| A written **Health and Safety Event Plan** developed in accordance with the Safety, Health and Welfare at Work Act 2005 and ‘Safety, Health and Welfare General Application Regulations’ and all other applicable legislation. |  |  |
| A written **Risk Assessment** developed in accordance with the Safety, Health and Welfare at Work Act 2005 and ‘Safety, Health and Welfare General Application Regulations’. |  |  |

**CHECKLIST**

|  |  |
| --- | --- |
| Application is completed in full |  |
| Application is signed by nominated organisation contact |  |
| Application is signed by partner artist |  |
| Organisation/Partner Artist signed working agreement is included |  |
| Labelled support material is included |  |
| Data Protection is Completed |  |
| Declarations are completed |  |

**SIGNED DECLARATION**

I, the undersigned, HEREBY DECLARE that all statements given by me on this Application Form are true, correct and without omission. Any false information given will disqualify my Application. I hereby declare that this application was drawn up in partnership by the below signees.

|  |  |
| --- | --- |
| I have read, understand and agree to the terms and conditions of this application |  |

**Signed on Behalf of Organisation Date**

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Signed on Behalf of Partner Artist Date**

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**For office use only**

**Date Received**

Is application completed in full?

Is application signed x2?

Is support material included?

Is proof of additional funding provided?

Is proof of artists fees provided?

Is signed working agreement included?

Is eircode eligible?

Is application valid?