

Mayo County Council
Creative Ireland Community Grant Scheme
2024 Application Guidelines

PLEASE READ THESE CAREFULLY BEFORE APPLYING FOR FUNDING

What is the Creative Ireland Programme?

Creative Ireland is an all-of-government initiative, which places creativity at the centre of public policy.

For full details on Creative Ireland see: www.creativeireland.ie

Mayo County Council Cultural and Creativity Strategy 2023-2027

Mayo County Council has developed a five year Cultural and Creativity Strategy 2023-2027 in association with Creative Ireland. Our vision is to maximise opportunities for engagement in culture, heritage and creativity, to nurture our creative talent, whilst embedding the individual, social and economic benefits. Each year we wish to develop a programme of work/events which corresponds with one or more of the strategy priorities.
<https://creativeireland.gov.ie/app/uploads/2019/12/Mayo-1.pdf>

What is the purpose of Mayo County Council's Creative Mayo Community grant fund?

The key objective of the fund is to provide support to local community groups; artistic, heritage and creative practitioners; event organisers and those involved in creative activities and projects, to encourage creativity, collaboration and cultural participation. The fund is being administered by Mayo County Council, and will be evaluated by the Mayo County Council Creative Ireland Culture Team.

What Fund amounts are available?

For 2024, total funding of €70,000 has been allocated for Community grants.

Conditions:

1. Fund is open to not-for-profit organisations, local community groups, arts, heritage and cultural groups, venues and societies. Applications by individuals must be in partnership with a community, cultural or heritage group. Assistance shall not be given in respect of commercial activities.
2. Applications will be accepted on the official application form only.
3. Applications may only be made for projects that will be delivered in County Mayo.
4. All supporting material to be no larger than A4 paper size. Assessment panel will not assess support materials larger than A4 size. Applications may be accompanied by supporting material such as evidence of previous projects, CV's, organisation profile, links to online supporting materials etc.
5. All recipients of grant funding under this scheme for projects involving

children or young people must have appropriate policies in place as regards Child Protection.

6. All recipients of grant funding under this scheme must have appropriate insurance policies and Health and Safety procedures in place.
7. Grant aid provided by Mayo County Council under this scheme must acknowledge Creative Ireland and Mayo County Council in all publicity material associated with the project. **Failure to acknowledge appropriately may deem the grant aid invalid and support received may need to be refunded to Mayo County Council.**
8. All successful applications will receive a copy of Mayo County Council and Creative Ireland logos, along with guidelines.
9. We reserve the right to publicise the awarding of the Creative Ireland funding.
10. **In order to claim your grant, completed final reports must be submitted to Mayo County Council on or before October 31st 2024. Failure to do so may deem the grant aid invalid.** All particulars are detailed further in the guidelines.
11. Closing Date for applications is March 21st at 5pm. Late or incomplete applications will not be considered. No other documentation can be submitted after the closing date.
12. All applicants will be informed of Mayo County Council's decisions in writing.
13. Depending on the level of grant awarded, a current Tax Clearance Certificate may be required.
14. Payments will be made to lead creative person or organisation only.

Selection Criteria:

Grant applications received will be evaluated in respect of the following criteria:

1. The extent to which the proposed initiative is aligned to one or more of Mayo's Culture & Creativity Strategic Priorities.
2. The extent to which the proposed initiative(s) is creative, innovative, collaborative, interdisciplinary and likely to make a significant impact within the community.
3. The cost of the proposed initiative(s) and any additional supports and funding that may be required or have been confirmed.
4. The feasibility and viability of project completion within the timeframe and budget allocated.
5. Skill-set and capacity to deliver project

Scoring Criteria:



Clár Éire Ildánach
Creative Ireland
Programme



Comhairle Contae Mhaigh Eo
Mayo County Council



All proposals will be evaluated using the following marking scheme:

1	Creative, collaborative and interdisciplinary quality	400
2	Level of Community and Citizen Engagement and how it addresses one or more of the C&C 23-27 SPs	300
3	Capacity to deliver (a) clear plan of how and who to deliver (b) clear timescale	150
4	Cost of Initiative	150
	Total	1000

Note: There is no guarantee of funding for projects which achieve the minimum eligibility criteria. The fund is limited and eligible applications will be evaluated on a competitive basis. There is no guarantee that projects will receive 100% funding, as it will depend on the number of successful applications.

What items and expenses are excluded from the fund?

- Spend on all refreshments including alcoholic beverages, fines, penalty payments, legal cost or general overheads.
- Culture Night events are excluded from this funding.
- For any activity which has occurred before the application date.
- For profit events are excluded.
- Charity or fund-raising events are excluded.
- Activities that are already the subject of a grant allocation from a source other than Mayo County Council, are also excluded. Please also note that if you are in receipt of funding from another State body for the project, you must prove that it is for different activities.
- Applications from National organizations.

How do I apply?

Complete the application form available on the Mayo County Council website www.mayo.ie or by email creativecommunities@Mayococo.ie

Only fully completed submissions received on the approved application form will be considered.

Applications and accompanying additional documentation should be submitted by email to creativecommunities@mayococo.ie. If



Comhairle Contae Mhaigh Eo
Mayo County Council



this is not possible please submit by post to: **Creative Mayo Community Grant Scheme 2024, Mayo County Library Services, The Mall, Castlebar, Co. Mayo** – *please clearly mark on top left of envelope 'Creative Mayo Community Grant Scheme 2024'*

Applications must be received **by 5pm March 21st 2024**. ***Incomplete applications will not be considered. No other documentation can be accepted after the closing date.***

How will I know if my application has been successful?

Applications will be assessed by the Creative Ireland Cultural Team of Mayo County Council and we may involve independent assistance. All applicants will be notified of decision in writing.

Successful applicants will receive a Letter of Offer. This letter will form the contract between Mayo County Council and the organiser, and will detail all conditions and requirements.

A list of successful applicants will be published on Mayo County Council's and Creative Ireland's website stating project/event name and details.

If I am successful how do I draw down the fund?

Payment to successful applicants will be made by electronic fund transfer and only after the project has been completed. In order to receive the payment, the successful applicant must complete a short **Report Form** (to be supplied by the Mayo County Council) and provide the following:

- Evidence that the project/event has been completed (e.g. photographic evidence, newspaper cutting, etc.)
- Evidence of expenditure - Receipts/ invoices for the full costs
- Evidence of appropriate acknowledgement of Creative Ireland.
- Payment will be made to the organisation or lead creative practitioner and not to individual(s)
- Summary of project, any changes to project, numbers participated

Note - Failure to complete this Post Event form will require the applicant to repay the grant(s) to Mayo County Council and will exclude applicants from future grant schemes.