

**Kilkenny County Council**

**Community Events Grants Scheme 2021**

**APPLICATION FORM**

**Closing Date: Wednesday 3rd November, 2021**

**Completed applications together with supporting documentation must be submitted by post to Cora Nolan, Community Section, Kilkenny County Council, Johns Green House, Johns Green, Kilkenny.**

**Telephone: 056-7794931 or Email:** **cora.nolan@kilkennycoco.ie**

**Community Event Grants Scheme 2021**

**Closing Date Wednesday 3rd November, 2021 at 5.00p.m.**

**APPLICATION FORM**

**Purpose of the Scheme:**

**The main purpose of the Community Event Grants scheme is to provide financial assistance to not for profit groups and organisations engaged in running small scale community events.**

**Note: INCOMPLETE APPLICATIONS CANNOT BE CONSIDERED**

**Examples of Eligible Projects**

• Field Days – (Not Fundraisers)

• Horse Shows

• Agricultural Shows

• Vintage Rallies

• Historical Society Events

• Arts & Culture Events

**Ineligible Listings**

• Fundraising Events

• Festivals with attendance of more than 2,500 attendees

• St Patricks Day Events

• Christmas Events

• Transport Costs to attend Events

• Annual Functions E.g. (Club Dinners, Christmas Dinners, Social Nights Out)

***COVID 19***

All initiatives and activities funded from this allocation must adhere to all of the public health advice and guidance, laid down by the HSE and the Government, with regard to the COVID-19 pandemic. This includes compliance with the following COVID 19 requirements:

1. The Government’s *Resilience and Recovery 2020-2021 – Plan for Living with COVID-19;*
2. The Government’s *Stay Safe Guidelines*;
3. The Government’s *Return to Work Safely Protocols;* and
4. The *Sectoral Guidance* from the Department of Tourism, Culture, Arts, Gaeltacht, Sport and Media.

All events that involve public gatherings and associated outreach activities will need to include both a ‘Plan A’ and ‘Plan B’ option; Plan A outlines how the project will be implemented if physical gatherings of people are restricted or not permitted at the time of the anticipated event, and Plan B outlines how the project will be implemented where some physical gatherings of people are permitted.

***BLOCK LETTERS PLEASE FOR HAND WRITTEN APPLICATIONS***

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| **SECTION 1: CONTACT INFORMATION** |
| **Name of the Organisation (Applicant):** |  |
| **Name of Event:** |  |
| **Contact Person:** |  |
| **Your Position in the Organisation:** |  |
| **Correspondence Address:** |  |
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| **Telephone Number:** |  |
| **E-mail Address:** |  |
| **Website:** |  |
| **Twitter/Facebook:** |  |

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| **Section 2: Event Details**  |
| **Please give a brief description of your organisation :-**\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |
| **Name & Location of the Event: -** **Name:** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**Location:** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**What is the confirmed date of your Event \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_****Please give a brief description of the proposed Event:**\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**Describe the anticipated impact/outcome of the event for your community:**\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |

**Who will be involved in the organising of the Event? and what experience do you have in organising events**

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| **Do you have an Event website? Yes No ****Please list here:** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |
| **Note: Please attach the details of your proposed Event Programme** |

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| **SECTION 3: FUNDING** |
| **What is the estimated overall cost of the Event? € \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ ( Please provide at least one quote)** **How much are you requesting from the Community Events Scheme? €\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_****Are you applying for funding from any other sources? Yes No ****If YES, please give detail****Source: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Amount: €\_\_\_\_\_\_\_\_\_\_\_\_** **\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Amount: € \_\_\_\_\_\_\_\_\_\_\_\_****If NO, please indicate how you intend to fund the balance of your costs?****Source: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Amount: €\_\_\_\_\_\_\_\_\_\_\_\_\_** **\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Amount: € \_\_\_\_\_\_\_\_\_\_\_\_\_****Note: No double funding from Kilkenny County Council is allowed** |

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| **SECTION 4: PROJECT COSTS** |
| **Please provide details of proposed costs associated with the project:** |
| **Element of Work /Programme/ Item** | **Cost €** |
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| **Total Cost €** |  |

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| **SECTION 5: PARTICIPATION** |
| **Recognition must be given to Kilkenny County Council in any promotional material associated with the project. E.g. Promotional Materials, Signage and Social Media. (Kilkenny County Council Logo to be included).****Please state how your organisation proposes to publicly acknowledge Kilkenny County Council’s Community Event Grant contribution?** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |
| **SECTION 6. SOCIAL INCLUSION**  |
| **Please outline how you intend to make your event Accessible and Socially Inclusive.**\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |
| **DISCLAIMER & DATA PROTECTION**  |
| **DISCLAIMER - Kilkenny County Council will not be liable in respect of any loss, damage or costs of any nature arising directly or indirectly from this application or the subject matter of the application.** **DATA PROTECTION - Kilkenny County Council collects some personal data during the application and processing of this grant scheme, particularly, names, addresses and contact details (emails and telephone numbers). These details are necessary for the consideration and adjudication on the grants scheme. The grant applications are sometimes shared between relevant County Council Departments for the purpose of supporting the application and also to ensure that similar events are not double funded, and in relation to other festival/events funded by the Council. At all stages the personal data is handled in full accordance with the Data Protection Legislation. Your express consent is required, acknowledging that you understand that you may be submitting personal data.****I/we have read and agree with the above terms and conditions.****Signed: -**\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ **Date:** \_\_\_\_\_\_\_\_\_\_\_\_**Covid 19:** **Please outline Plan A how the project will be implemented if physical gatherings of people are restricted or not permitted at the time of the anticipated event, and Plan B how the project will be implemented where some physical gatherings of people are permitted.** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |

**Assessment Criteria**

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|  | **Assessment Criteria** | **Scoring** |
| 1 | Community Participation & Benefit | MAX- 30 |
| 2 | Evidence of Social Inclusion  | MAX -30 |
| 3 | Promoting Healthy Living & Cultural Awareness | MAX -20 |
| 4 | Deliverables e.g.* Group Track Record,
* Capacity & Ability to Deliver
 | MAX -20 |

**Help us help the pollinators**

Leading the way in pollinator protection, Kilkenny County Council became Ireland’s first local authority to officially partner with All-Ireland Pollinator Plan. Kilkenny County Council’s Heritage Office has a selection of Pollinator Friendly advice leaflets for the Garden, Local Communities, Faith Communities and Farmland communities. To find out what you can do to help our pollinators and get a free copy of whichever leaflet suits your purpose please email the Heritage Office at heritage@kilkennycoco.ie **How green is your event?** Please see link below to 4 simple steps that can help you ensure that your event is green <https://greenyourfestival.ie/whats-involved/>