

Creative Places Baltinglass | Creative Community Activation Fund – Round 2

Guidelines 2026–2027

Wicklow County Council invites applications to Round 2 of the **Creative Community Activation Fund** under the Creative Places Baltinglass (CPB) Programme.

This fund has been established to provide continued support to local communities, producers and artists to deliver socially engaged, place-based creative projects in Baltinglass.

Application Open: Friday 6th March 2026

Application Deadline: Friday 17th April 2026 at 16:00

Project Timeline: Projects must take place between **1st July 2026 and 30th June 2027**

About Creative Places Baltinglass

Creative Places Baltinglass promotes inclusive arts and creative opportunities and celebrates local people and place. The programme:

- Enlivens the town through socially engaged arts practice
- Builds local capacity and supports artist development
- Encourages participation from families, children and young people
- Supports sustainable, long-term creative growth

Since its launch in 2022, CPB has delivered artist training, community capacity building, residencies, seed funding opportunities, and event programming including Cruinniú na nÓg and Culture Night.

Following its initial three-year phase (2022–2025), the programme has been extended with support from the Arts Council until September 2027 as part of the national Creative Places Scheme.

More information: www.creativeplacesbaltinglass.ie

Creative Community Activation Fund

Fund Value:

Total fund available (2026–2027): **€20,000**

Grant Amounts:

Individual awards will range from **€2,000 – €5,000**

Projects involving longer-term engagement (e.g. residencies, activation initiatives over time) may be prioritised at the upper end of the funding scale.

Match Funding Requirement:

Applicants must provide **10% match funding**, which may be:

- Cash

- In-kind contributions

This must be clearly shown in the budget.

Eligibility:

Who Can Apply?

A lead applicant must be identified in the application. The lead applicant may be:

- A community group
- A school
- A local organisation
- An artist or creative practitioner

The lead applicant:

- Must manage the project
- Must receive and manage the funding
- Must have an existing bank account in the same name as the applicant

Artists may be based inside or outside the CPB area, but:

- ✓ The project must take place within the Creative Places Baltinglass area
- ✓ The project must involve the Baltinglass community

The CPB area is indicated via this [map](#).

A lead applicant may submit **one application only**.

They may be involved in other applications but cannot lead more than one.

Appropriate **insurance cover** will be required of successful applicants once awarded. Current Local Authority limits for same depending on the nature of the application for any one incident include:

- a. €13.5 million Employers Liability
 - b. €6.5 million Public Liability
 - c. €1 million Professional Indemnity
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What Can Be Funded?

This fund supports projects that:

- Engage artists in paid creative work
- Involve meaningful community participation
- Are socially engaged and place-based
- Take place in Baltinglass

Eligible project types can include (but not limited to):

- Artist residencies
- Collaborative artist/community projects

- Public realm creative projects
 - New creative groups or initiatives
 - Youth-focused creative programmes outside school settings
 - Digital creative engagement projects
 - Initiatives exploring the history or contemporary life of Baltinglass
 - Projects that may develop into future festivals or annual events
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What Is Not Eligible?

The following are not eligible for funding:

- Projects without artist involvement
 - Primarily community development initiatives without creative leadership
 - For-profit or fundraising events
 - Competitive initiatives
 - Start-up costs or organisational deficits
 - Capital improvements / Capital asset purchases
 - Entertainment / hospitality / food / beverage
 - Projects mainly focused on equipment hire or administration
 - Commercial publication or production costs
 - Artist-only development projects without community engagement
 - Projects where most activity takes place outside the CPB area
 - Projects already commenced or funded elsewhere
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How to Apply

All applications must be submitted online through [Submittable](#).

Applications and guidelines are available at:

www.creativeplacesbaltinglass.ie

www.wicklow.ie

Please note:

- Emailed or posted applications will not be accepted
 - Late or incomplete applications will not be considered
 - Internet Explorer is not supported
 - Applicants are advised to test the system well in advance
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Application Checklist

You must submit:

- Completed application form (via Submittable)
- Full project description with clear outcomes
- Detailed budget (using the template provided)
- 10% match funding clearly indicated
- Confirmation of venues (if applicable)
- Site permissions (if required)

- Licences (if required)
 - Letters of support from collaborators/partners
 - CVs and three work samples from each artist involved
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Information & Application Support

A training session will take place at Baltinglass Library:

Wednesday 25th March 2026

3:00pm and 6:00pm

To attend, email: creativeplacesbaltinglass@gmail.com

Queries about applications must be submitted by:

Friday 10th April 2026 at 16:00

Assessment Process

Applications will be assessed by a panel appointed by Wicklow County Council, including independent arts professionals.

Applications will be assessed against the following criteria:

- Alignment with the aims of Creative Places Baltinglass
- Artistic and community quality
- Track record of applicant(s)
- Financial feasibility
- Clarity of structure and outcomes
- Capacity to deliver on time

Shortlisting may apply.

Applicants will be notified within approximately **6–8 weeks** of the closing date.

All decisions are final.

Key Terms & Conditions

Successful applicants must:

- Credit Wicklow Arts Office and Creative Places Baltinglass in all publicity
- Pay artists in line with [Arts Council Paying the Artist Policy](#)
- Hold appropriate insurance
- Comply with Health & Safety legislation
- Complete Garda Vetting (where applicable)
- Sign and return the Grant Agreement
- Draw down first payment within three months of award
- Submit a final report, documentation and financial reconciliation

If a project involves permanent public realm work (e.g. mural, sculpture, major outdoor event), all relevant permissions/licences — including planning permission where required — must be secured in advance.

Funding will be paid in two instalments. Final payment is subject to receipt of all required reporting documentation.

Funding awarded will only be paid to the lead applicant. To facilitate payments, the lead applicant (whether an artist or a group) must have a bank account with an Irish financial institution and the name on the bank account **must match the name of the lead applicant**. On your application please indicate that you have an appropriate bank account in place.

A Letter of Agreement will be emailed to successful applicants. The Letter of Agreement must be signed, dated and returned to the Arts Office **within 3 weeks from the date it was dispatched**. The first draw down of funding will be processed on receipt of the signed Letter of Agreement.

Failure to return the signed Letter of Agreement within the 3-week period will result in withdrawal of the funding offer.

FAQs

Question: What is in-kind support?

'In-kind support' refers to **non-cash** contributions that help deliver your project: such as goods, services, time, or resources that are provided free of charge (or at a reduced rate) to support your activity.

Examples of in-kind support:

- Volunteer time (e.g. community participants helping with set-up or stewarding)
- Donated venue space
- Free rehearsal or studio space
- Loan of equipment (e.g. sound system, lighting, chairs)
- Professional services offered at no charge (e.g. design, technical support, mentoring)
- Materials supplied free of charge

For the Creative Community Activation Fund, applicants must demonstrate that **at least 10% of the total project value is supported through either cash or 'in-kind' contributions**.

This means that while the fund provides financial support, your project must also show additional value through unpaid or donated resources.

How do I calculate 10% in-kind support?

You should assign a reasonable monetary value to any in-kind contributions and include this in your project budget.

For example:

If your total project cost is €5,000, you must demonstrate at least €500 worth of in-kind support.

Be realistic and transparent when estimating the value of in-kind contributions. Clearly outline:

- What is being contributed
- Who is providing it

- The estimated value

In-kind support strengthens your application by demonstrating community involvement, partnership, and shared investment in the project.

NB - In-kind support needs to be listed in both the income and expenditure columns on the budget sheet

Question: Will I/we need to be Garda Vetted?

If you will be working directly with children and young people (under 18 years) or with vulnerable adults as part of your funded activity, Garda Vetting through Wicklow County Council is required.

If your project involves workshops, performances, participatory events, or any engagement where you will have direct and ongoing contact with these groups, you must ensure that appropriate Garda Vetting is in place before the activity begins. This will be managed through Wicklow County Council.

Important:

The Garda Vetting process can take **up to six weeks (and sometimes longer)**. You must factor this timeframe into your project planning and proposed schedule.

If Garda Vetting is required, the person will need to attend the Wicklow Arts Office to complete a Vetting form and have their photo ID and proof of address documents verified. If the person has ever held an address outside of Ireland, Northern Ireland, UK or EU member states, a police cert will also be required from the relevant country/countries.

It is important that applicants allow sufficient time in the project timeline for the vetting process to be completed before delivery begins.

Failure to have appropriate vetting in place may delay or prevent your project from proceeding.

Question: When will I receive the funding?

70% of the award will be paid on receipt of the signed Letter of Agreement, and the final 30% will be paid on the receipt of the final report documentation along with expenditure receipts.

Question: What documents do I need to submit?

- Completed application form (via Submittable)
- Full project description with clear outcomes
- Detailed budget (using the template provided)
- 10% match funding clearly indicated
- Confirmation of venues (if applicable)
- Site permissions (if required)
- Licences (if required)
- Letters of support from all relevant partners, venues etc
- CVs and three work samples from each artist involved

For any queries please email creativeplacesbaltinglass@gmail.com by Friday 10th April, 16:00