

**WICKLOW COUNTY COUNCIL
ARKLOW MUNICIPAL DISTRICT**

Festival Funding Scheme 2025



Festival Funding Scheme

Application Form & Guidelines 2025

Closing date for receipt of application – **Thursday 17th April 2025, 4.00pm.**

AMD Festival Funding Scheme 2025

<p style="text-align: center;">ARKLOW MUNICIPAL DISTRICT FESTIVAL FUNDING SCHEME 2025</p>
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Please read festival Funding Scheme guidelines carefully (see attached).

Please note - incomplete applications will be returned.

Name of Community/Voluntary Group	
Chairperson	Secretary
Name	Name
Address	Address
Telephone Number	Telephone Number
Email	Email

Group / Committee Details

Number of Voluntary Workers	
Number of Paid Workers	
Has your group a constitution?	
How many members are there?	
Is membership open?	

AMD Festival Funding Scheme 2025

What are the main activities of your group?

Please describe the Festival for which you are seeking funding. Your description should also include the history of the festival, target audience, plans to promote the festival, date of festival, numbers of visitors expected to attend etc..

AMD Festival Funding Scheme 2025

How will the Festival be managed?

Please outline the benefits this Festival brings to the Community:-

Has your Committee / Group signed up to the Governance Code?

Name on Group Bank/Credit Union Account: (This is the name that appears on your bank statement). Please include a statement dated within 3 months.

List details of estimated expenditure in relation to this festival, please submit receipts for expenditure incurred for the previous festival:-

AMD Festival Funding Scheme 2025

Please provide details of other sources of funding available to your Group /Committee:-

Have you received or applied for other sources of public funding e.g. community grants? If so, please give details:-

Does your group receive any other form of assistance from Wicklow County Council in the running of this festival?

Has your Organisation / Group registered with the relevant local Public Participation Network (PPN)? YES / NO

**If NO, then perhaps you would consider joining the PPN.
Contact: countywicklowppn@gmail.com for further details or complete the attached application form and return to the County Wicklow PPN.**

AMD Festival Funding Scheme 2025

DECLARATION:

(Please note that all correspondence will issue to the person who signs this form).

I, _____ (BLOCK CAPITALS)

On behalf of

Apply for funding from Arklow Municipal District towards the Festival outlined above.

I declare that all the information given in this form is true and complete to the best of my knowledge.

I acknowledge that any funds awarded must be used for the purpose stated.

I undertake to submit receipts for expenditure following the festival.

Signed _____ Date: _____

Address:

Position in group: _____

Telephone:	Email:

FESTIVAL FUNDING SCHEME 2025 – GUIDELINES

Purpose of Funding

Arklow Municipal District recognises and values the voluntary contribution made by local groups in their own communities. Accordingly, the purpose of the Festival Funding Scheme 2025 is to assist these groups, in organising a festival in their local area that would benefit from small scale funding to support their activities.

Key considerations in assessing applications will include:

The strength of the application – it is very important to supply all information requested on the form.

The ability of the group to carry out the festival.

The impact, scope and inclusiveness of the festival.

Points to Note

- Please note that the Festival Sponsors (if any) must be made aware that Wicklow County Council is not responsible for this festival.
- The festival must meet with all planning, roads and health & safety regulations.
- Wicklow County Council reserve the right to request further information, if required
- Proposals from individuals will not qualify.
- Only one application from any group will be considered.

Application Process & Closing Date

The closing date for receipt of completed applications is **4.00 pm on Thursday 17th April 2025.**

Following the closing date all applications will be considered and a recommendation made to the members of Arklow Municipal District.

An original signed copy of the application form must be received prior to the closing date.

Fax or email copies are not acceptable.

AMD Festival Funding Scheme 2025

Late applications will not be considered.

Completed applications to be submitted to Alvina Brehony, District Administrator, Arklow Municipal District, Castle Park, Arklow, Co. Wicklow **4.00 pm on 17th April, 2025.**

Application Checklist

Completed & Signed Application Form

**Bank/ Post Office/ Credit Union Statement
(must be dated within 3 months and
show the balance of your account)**

Receipts for previous event

A copy of your Group/Committee Constitution

Brochure or photos of previous Festival

Any queries to Arklowmd@wicklowcoco.ie or by phone to 0402 42700.

PLEASE NOTE INCOMPLETE APPLICATIONS WILL BE RETURNED TO THE APPLICANT

PLEASE NOTE PROOF OF EXPENDITURE IN RELATION TO THIS FESTIVAL MAYBE REQUIRED BY ARKLOW MUNICIPAL DISTRICT AT ANY TIME.