**Application Form**

**Tipperary Culture Night Programme**

**23rd Sept 2022**

**\*\*Only Events which are free and take place from 6pm till late are eligible\*\***

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| **Part A: Details for the Culture Night Website** | | |
| Name of Event: | | Please type in this column |
| Is your event a physical event with audiences attending in person, online or a hybrid event? | | In-person Event(s)  Online Events(s)  Hybrid Event(s) |
| Short Description of Event (40 words)  If you are planning more than one event you can include these details as extra information | |  |
| Time (For example 8pm – 11pm) | |  |
| Location or address of event | |  |
| Is there disability / wheelchair access? | |  |
| Is the event suitable for children? | |  |
| Will refreshments be served? | |  |
| Name of Organiser / Organisation | |  |
| Public Telephone number | |  |
| Website/Facebook/Twitter/Instagram | |  |
| Is this an Irish Language Event? | | Yes No |
|  | | |
| **Part B: Other Details (these will not appear on the website)** | | |
| Name of Main Contact Person | |  |
| Postal or Email Address (for correspondence) | |  |
| Contact Mobile No. | |  |
| How many people do you hope will attend the event and how will you keep count? | |  |
| Please give any other details about the event you feel are relevant. | |  |
| **Part C: Application for Funding of an Event** | | |
| Briefly describe the general activities and purpose of your group or organisation. |  | |
| Does the group or organisation have a charity status/tax number? If so please give it. |  | |
| How will the event be organised? For example, is there an organising committee set up? Will you work with the surrounding community? Have you organised a similar event before? |  | |
| How much funding are you applying for? |  | |
| Please give a full breakdown and description of the costs of your event(s). This must be as accurate as possible.  (**Please read the note regarding funding on the information sheet and attach a budget, a separate sheet may be attached**) |  | |
| What part of the event are you funding from your own resources? |  | |
| Please state how you will promote your event/attract people that do not normally come to the area or take part in cultural events? |  | |
| You may include extra information in support of your application. You can add extra sheets or documents-please list any extra pages submitted. |  | |
| **For any Group to qualify for Council supports it must register with the** **County Tipperary Public Participation Network (PPN). This will help streamline grant applications and create opportunities for exchange of information.**  If Not, please register now. It will take just a few minutes. **Register at** https://www.ppntipperary.ie/register/  **Or contact 0504-61014** | Please confirm your group is registered with County Tipperary Public Participation Network (PPN):  Yes 🞏 No 🞏 | |
| **Please print name:**  **Signature (on behalf of the applicant):** |  | |

**Please note**

* Please read the corresponding- ‘Information sheet-Applying to hold events in Tipperary’ on Culture Night.
* Access to all events must be open to the public, free of charge and take place on **23rd September 2022** **from 6pm till late.**
* Where a grant is allocated to support a particular event or project; Tipperary County Council will not be responsible for the insurance of that event or project. Tipperary County Council recommends that event and project organisers ensure that adequate insurance is in place prior to the commencement of any event or project. Groups awarded financial support will have to provide specific indemnity for Tipperary County Council on their Insurance policy in respect of the event(s) and submit to the Arts Office by the deadline specified in letter of offer if application is successful.
* If your funding application is successful, funding will be paid after the event has occurred. Paid receipts must be submitted by early October 2022. (exact date will be confirmed with letter of offer if successful)
* Successful applicants must return a post event report which includes **accurate attendance** figures and images.
* Where a grant is awarded under this scheme, Tipperary County Council will not be responsible for the Health and Safety arrangements of that event or project. Tipperary County Council recommends that event organisers ensure that they are compliant with all relevant Health and Safety legislation.
* Where a grant is awarded under this scheme, Tipperary County Council will not be responsible for the Public Health arrangements of that event or project. Tipperary County Council recommends that event organisers ensure that they are compliant with all relevant Public Health advice in place at the time of the event, particularly in relation to COVID-19. Further information is available at [www.hse.ie](http://www.hse.ie).
* **Tipperary County Council and The Arts Council must be acknowledged on all promotional material. Logos will be forwarded to you if successful.**

**Deadline is: 12 noon – Tuesday 21st June, 2022**

**Where to submit Application:**

**Email** this application marked “Culture Night Application” to [artsoffice@tipperarycoco.ie](mailto:artsoffice@tipperarycoco.ie) by 12 noon Tues 21st June, 2022 **OR**

**Post it to** The Arts Office, Tipperary County Council, Civic Offices, Nenagh, Co. Tipperary **OR**

**Deliver it by hand**: to any of our Tipperary County Council customer service desks (see info sheet for locations) marked “Culture Night Application 2022” and addressed to The Arts Office, Tipperary County Council, Civic Offices, Nenagh, Co. Tipperary.

**Phone:**  The Arts Office on 0818 06 5000 if you have any queries

Culture Night **TIPPERARY** is brought to you by the Arts Council, in partnership with Tipperary County Council and cultural organisations throughout the county.

**ONE NIGHT FOR ALL.**





