



Clár Éire Ildánach  
Creative Ireland  
Programme



Creative  
Communities

## Creative Cavan 2025 – Guidance Notes

### Background

Creative Cavan invite individuals and organisations to submit proposals for **Cruinniú na nÓg 2025** as part of the Creative Cavan Programme

**Cruinniú na nÓg** empowers children and young people to develop their creative expression by providing opportunities for them to participate in free creative activities in their local area. It's Ireland's national day for 'doing', 'making' and 'creating'! This year **Cruinniú na nÓg** will take place on Saturday 15 June across the country.

Proposals can include **ANY** and **ALL** creative activities, performances, readings, workshops, interactive installations, etc. **that can run in the lead up to Cruinniú with a main event on 7 June 2025 OR a one-off event happening on 7 June 2024. Events at other times should be submitted under the open call grant process.**

We are looking for **ALL** types of creatives to engage with children and young people aged 0-18 in the form of activities, performances, developmental workshops, or projects.

Activities should be **child centered, foster creativity** and engage a **diverse audience**, through a range of creative forms. Priority will be given (where possible) to harder to reach children and young people (i.e. children with disabilities, seldom heard children, direct provision), projects which incorporate Irish Language and we are seeking a wide geographical spread throughout the county.

You may apply for up to a total of €5000.00.

### To be eligible for funding the project/event:

- Must take place in County Cavan and include an element of delivery on 7 June 2025.
- Applicants must be 18 years or older.
- Be organised by an individual/community/voluntary group based in Cavan.
- Encourage or benefit participation in the Creative Ireland programme and enhance the awareness of creativity or culture in the County.
- Recipients of grant assistance for projects involving children or young people must show evidence that a current child protection policy and up to date Garda Vetting are in place.

- Cavan County Council, Creative Ireland and Cruinniú na nÓg logos should appear on all printed material, and be acknowledged on all video/film, event websites, and social media.
- It is the responsibility of the grant recipient to follow appropriate health and safety recommendations and guidelines including the submission of a risk assessment prior to the event taking place.
- Details of all projects will be advertised on the Creative Cavan and Creative Ireland website.
- Be designed on a realistic financial basis and provide good value for money.

### **Application information**

- **Application Deadline CLOSING DATE: 5 PM 5 MARCH 2025** online using the form provide. If you are unable to complete the online form please contact [creativecavan@cavancoco.ie](mailto:creativecavan@cavancoco.ie) for guidance or to provide an alternative application form.
- Applicants should NOT contact the Creative Ireland Office after this date. You will be notified by end -March by email, as to whether you have been successful or not. (Please note your project can not start until you have been notified as to whether you are successful, and this should be considered when proposing your ideas to us. Cavan County Council will not retrospectively fund and take no responsibility for proposed projects that have not been awarded funding by due process.
- It is the responsibility of the applicant to ensure that all permissions, approvals, licences or GDPR consents needed for your project are secured.
- Stock imagery is fine to use provided that the image is marked as such.
- Images including recognisable participants must be accompanied by the Creative Ireland GDPR form supplied as part of the funding agreement. Verbal image consents will not be accepted.

### **Items that are excluded from the fund include:**

- Capital requests for building improvements to workspaces and venues.
- Assets or equipment e.g.: vouchers, memoirs for participants, art works, projectors, laptops, tablets etc.
- Fuel Costs.
- Spends on alcoholic beverages, food, fines, legal costs, penalty payments, and prizes.
- Wages and salaries relating to administrative costs.
- Generally, the cost of items for resale is ineligible.
- Items of expenditure incurred prior to the approval of grant funding are not eligible for recoupment.
- Activities dedicated solely to sport and fitness.
- Applicants requesting assistance in respect of commercial activities.
- Charitable events/fundraising.
- Applications for activities that are completed or have already commenced.

- Applications from employees of Cavan County Council. These individuals may not apply as lead applicants, however in certain circumstances can be involved as creative collaborators / advisors / participants in proposals submitted by a third party.
- Activities better suited to others awards and/or schemes offered by the county council.
- Activities that could be better supported by other public agency supports for example Arts Council, Culture Ireland, Design & Crafts Council Ireland, Music Generation.

### **Assessment Process:**

- All applications will be assessed by an independent panel which includes individuals with an arts background who are experienced in adjudication.
- Funding will be allocated based on the recommendations of this panel.
- The panel will use only the information provided as part of your application.
- All applicants will be advised of the decision by email.
- Successful applicants will receive a letter of offer and a funding agreement document that details terms and conditions. This document must be signed and returned by the date specified on the letter of offer. Failure to do so may result in funding being withdrawn and reallocated to another project.
- Due to resource constraints, it may not be possible to allocate funding to all projects, and eligibility and compliance with these criteria do not guarantee a letter of offer. Overall allocated grant totals to successful applications may be reduced to allow allocation in line with overall allocated funding.
- Applications are scored on elements of the submitted application. Possible marks are indicated on the application.
- Projects will be ranked by scores and should a project be unsuccessful in delivery the next ranked project will be offered the funding.

### **Policies and Guidelines**

**CLOSING DATE: 5 PM 5 MARCH 2025**

#### **If I am successful how do I draw down the Fund**

**Final/full Payment of the award will ONLY be made on completion of the project/event and the submission to the Creative Ireland office of an evaluation report, attendance numbers, photographs, and paid receipts of money spent. This forms part of the Creative Cavan return to Creative Ireland and may be used for audit purposes.**

It is the responsibility of the supplier to ensure that all details are correct and that your tax details are in order.

**Acknowledgment-** Successful applicants must ensure that their project is promoted as part of the Creative Ireland initiative. Appropriate guidelines to support this will be included in the Creative Cavan Funding Agreement.

Note: Payment will be made to the community group named on the application form, and not to individuals- the community group must have its own designated bank account.

Payment will be by Electronic Funds Transfer only. A Supplier Set Up Form and Bank details must be submitted to facilitate the transfer.

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**Freedom of Information:**

Applicants completing this Form should note that information provided to the Cavan Creative Ireland programme of Cavan County Council may be disclosed in response to a request made under The Freedom of Information Act (1997 and 2003). Every effort will be made to protect Client confidentiality.