



# Cork City Council

## Creative Communities Grant Scheme 2024

### Guidance Notes

**Closing Date: 12pm on Wednesday, 28<sup>th</sup> February 2024**

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## Contents

1. Introduction
2. Funding Criteria
3. Eligibility Confirmation
4. Funding Conditions
5. How to Apply
6. Drawdown of Funds

### 1. Introduction

Welcome to the Cork City Council Creative Communities Grant Scheme, funded by Creative Ireland — a government-backed culture and wellbeing programme which aims to inspire and transform people, places, and communities through creativity. The grants we offer aim to support exciting and creative proposals that extend the impact of the national Creative Ireland Programme in Cork City, striving to enable creativity in every community.

This grant scheme is designed to financially assist community groups in actively collaborating with artists and creatives. Our focus is on projects that not only celebrate artistic expression, but also integrate it into the daily life of the community. We encourage ambitious and innovative projects which grow the capacity of individuals and communities and use culture and creativity to create positive social and economic impacts.

Funded projects must address at least two of the five strategic priorities of the [Cork City Culture & Creativity Strategy 2023-2027](#). These are:

1. To tell our own story
2. To enrich our sense of place
3. To support creative industry, ambition and risk-taking
4. To promote well-being through creative engagement
5. To be climate active

*Each of these five priorities is outlined on page 10 of the strategy document linked above and at [www.corkcity.ie/creative-ireland](http://www.corkcity.ie/creative-ireland).*

The deadline for project proposals is 12pm on Wednesday, 28<sup>th</sup> February 2024. Funding decisions will be announced in March for delivery by early November 2024.

For more information about Creative Ireland in Cork City go to [www.corkcity.ie/creative-ireland](http://www.corkcity.ie/creative-ireland).

## 2. Funding Criteria

Financial support of between €1,500 and €3,000 can be requested from the Cork City Council Creative Communities Grant Scheme.

Funding requests will be assessed based on how well the following have been considered:

1. Creative Merit: Appropriate creative practitioners/organisations engaged to realise the objectives in a way that facilitates inclusive and diverse community engagement;
2. Strategic Merit: The proposal meets the strategic priorities of Cork City Culture & Creativity Strategy 2023-2027;
3. Feasibility: The timeline and budget (including any relevant information on ‘in-kind’ resources) are realistic for the proposed activities; and
4. Legacy: Creativity, innovation, and ambition are embedded in the proposal in a way that will cause lasting, positive impact for the context engaged.

## 3. Eligibility Information

Community groups based in any context are invited to propose a creative project. This includes schools, health/social care settings, youth clubs, prisons, community spaces, neighbourhoods etc, as well as hobby/interest-based communities, cultural communities, social communities, environmental communities, and others.

Projects that are eligible for funding include, but are not limited to, those that fall into any of the categories below:

Circus	Film	Literature
Creative Writing	Music (all genres)	Dance (all types)
Street Arts & Spectacle	Theatre	Traditional Arts
Visual Arts	Cultural Heritage	Multi-disciplinary Arts
Architecture	Podcasting	Murals
Augmented and Virtual Reality	Fashion	Comedy
Design (all kinds)	Digital Games	Creative Digital Technology
Animation	Cooking	Graffiti

Ineligible projects include:

- Those dedicated solely to sport and fitness;
- For-profit initiatives;
- Any project where it is determined that the main beneficiary would be a private entity;
- Projects that do not meet the criteria as stated.

In addition, financial support cannot be claimed for spend on alcoholic beverages, fines, penalty payments, legal costs, audit fees, financial consultancy fees or the cost of items for resale.

#### 4. Funding Conditions

Completed applications must:

- be submitted to Cork City Council by 12pm on 28<sup>th</sup> February 2024;
- facilitate activities that are not already funded by Creative Ireland through Cork City Council;
- clearly identify at least one creative practitioner or creative organisation that will work with the group using creative processes, in support of the delivery of the Cork City Creative Ireland Strategy 2023-2027; and
- enclose the creative practitioner/organisation's CV, biography, and information on prior experience of similar projects, including up to five samples of previous work.

Funding is conditional on commitment to the following:

- management of Garda Vetting of personnel, if applicable;
- observation of a Child Safeguarding Policy, if applicable;
- provision of written consent<sup>1</sup> for use of media featuring project participants such as audio recordings, video, photographs etc;
- insurance of activities at appropriate levels;
- provision of evidence of tax compliance (such as a Tax Clearance Certificate);
- health & safety assurances in place for all funded activities; and
- acknowledgement of the support of Cork City Council and Creative Ireland in all informational and publicity material relating to the project.

#### 5. How to Apply

The **Cork City Council Creative Communities Grant Scheme Application Form** should be completed online at [corkcity.submit.com](https://corkcity.submit.com). If you do not already have a Submit account with Cork City Council, you will need to register for one. A draft of your application can be saved so you do not have to complete it in one sitting.

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<sup>1</sup> The **Media Consent Form** provided by Cork City Council at time of funding offer must be used. Alternative consent forms are not sufficient to meet the requirements of Creative Ireland and Cork City Council.

Applications can be made by a representative of a specific community, or by a creative practitioner/organisation. Where an application is submitted by a creative practitioner/organisation, the target community group must be clearly identified and a letter of support for the proposal from that community must be provided to confirm their interest in participating in the project.

## 6. Drawdown of Funds

Successful grant applicants will be notified in writing in March 2024. Grant funds can be drawn down in two tranches.

**Tranche 1 – 75% of grant total:** To be drawn down on acceptance of grant offer accompanied by completed FORM A (information for Creative Ireland website), an invoice, and other required documents as requested.

**Tranche 2 – 25% of grant total:** To be drawn down after funded activities have taken place on provision of completed FORM B (project report) accompanied by Income & Expenditure Report, high-res photos of funded activities, signed media consent forms, and additional documents as requested.

If you have any questions about the Creative Communities Grant Scheme, or if you need help with your application, please contact [louise.tangney@corkcity.ie](mailto:louise.tangney@corkcity.ie).

Scan the QR code  
to visit Creative Ireland  
Cork City and complete  
your grant application

