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**Terms & Conditions. Mayo County Council’s Culture Night 2022 Event Fund.**

*Culture Night 2022 takes place on Friday 23rd September 2022*

**Please read the guidelines carefully before completing the application form and return it by email to** mayoculturenight@mayococo.ie **on or before 5pm on Monday 18th July 2022.**

**Purpose of the grant**

The Mayo County Council’s Culture Night Event Fund supports the cost of events programmed for Culture Night which takes place on 23rd of September 2022.

The fund is open to not-for-profit organisations, local community groups, arts, heritage and cultural groups, venues and societies. Applications by individuals must be in partnership with a community, cultural or heritage group**.** Assistance shall not be given in respect of commercial activities.

Priority will be given to:

* events that support diversity
* events that ensure late night offerings become a feature of Culture Night in Mayo

Events should respond to the Culture Night theme of – ‘Inclusion, Human Rights and Diversity’ and align to the Creative Ireland Programme Pillar – Enabling Creativity in Every Community.

**Eligible and ineligible costs**

The grant **can cover** costs related to running of the event such as guest speaker fees, guest artist fees \*, arts materials, and technical support hire. Payment of a Grant is for specific activities outlined in the application.

\*All professional artists should be paid in line with the [Art Council’s policy for fair pay for artists](http://www.artscouncil.ie/News/The-Arts-Council-Launches-Policy-on-the-Fair-And-Equitable-Remuneration-Of-Artists/).

The grant **cannot cover** staffing costs on the night of the event, ongoing revenue costs, any capital costs, equipment purchase costs, charity fund raising events, cost of repaying existing debts, refreshments, publicity costs, venue hire, travel or accommodation expenses.

Funding is **not** available for events already funded through Schemes or Funding administered by Mayo County Council.

Some events may not require funding, please indicate this on your application form.

Events that do not require/receive funding may still be listed on [www.culturenight.ie](http://www.culturenight.ie)

Applying for funding does not guarantee that your event will be funded.

Events must take place in County Mayo on Culture Night and be free of charge.

**Funding Available**

The maximum amount of available funding is €500, applicants can apply for smaller amounts. Funding is at the discretion of Mayo County Council and the main contact person listed on the application form will be notified of the proposed amount to be granted by 29th July 2022.

**The grant can only be paid after expenditure of the amount granted, and the return of vouched expenses and a short report on the event have been completed after the event has taken place.** This must be submitted by September 30th, 2022 at the latest.

**Conditions of Funding:**

Successful applicants will be required to:

1. Ensure that appropriate insurance cover for the event is in place.

2. Ensure that, where appropriate, child protection policies are in place.

3. Ensure that the event complies with all Health and Safety and legislative requirements.

4. Ensure that events are compliant with the most up-to-date government guidelines on COVID 19.

5. Ensure the Mayo County Council, the Arts Council and Creative Ireland are acknowledged in all publicity, including the use of logos.

6. The grant can only be paid after expenditure of the amount granted, and the return of vouched expenses and a short report on the eventhave been completed after the event has taken place. This must be submitted by September 30th, 2022 at the latest.

7. Applicants must have a bank account in the name of their organization and will need to be set up as suppliers with Mayo County Council if they are not already set up as suppliers.

**Application Process:**

Applications should be made on the official application form and emailed to mayoculturenight@mayococo.ie with the name of your group in the subject line.

For further information or to receive an application form please contact: **Orlagh Heverin, Mayo Culture Night Co-ordinator, Mayo County Council.**

**T:** +353 (0) 94 9064367 **|** mayoculturenight@mayococo.ie

Application forms are available to download from <https://www.mayo.ie/arts/programme/culture-night>

**The closing date for receipt of applications for funding is 5pm on Monday 18th July 2022.**

*Culture Night is strategically funded by Mayo County Council and the Arts Council and is supported by Creative Ireland and participating groups & venues in Mayo. Media Sponsor is Mid-West Radio.*