



Foras na Gaeilge

Guidelines for Applicants

The Major Arts Events Scheme 2024

Guidelines:

These guidelines provide information on The Major Arts Events Scheme 2024

They will help you:

- decide whether your organisation is eligible to apply for funding under this scheme,
- prepare an application which contains all the information needed.

Please read them carefully before you begin to complete the application form.

1. About this scheme

The Major Arts Events Scheme will be open to appropriate professional groups to give them an opportunity to develop major arts events or elements of major arts events being run and implemented through the medium of Irish or of which the language-based Irish language arts are a central part.

This scheme focuses on major events which aim to foster and promote the Irish language and language-based Irish language arts through the medium of Irish or bilingually as a part of a major event. As well as that, this scheme focuses on the Irish language social networks, the general public and the arts sector on an all-island and international basis.

Grants are provided with public money, and Foras na Gaeilge has statutory duties to ensure the value for money of all funded projects.

Foras na Gaeilge recommends applicants seek joint funding for projects, when appropriate, and to cooperate with other organisations in order to achieve the best value from the Foras na Gaeilge grant.

We particularly welcome applications from organisations located in areas recognised in government strategies or legislation.

2. Can we apply?

To be eligible to apply for this scheme your organisation must be able to fulfil the following qualifying criteria:

- The applicant's group has a constitution
- The applicant has public liability insurance
- There is a bank account in the name of the major event
- The applicant has a valid ROS number if appropriate
- The applicant has a tax clearance certificate if appropriate
- A statement showing a commitment to the Irish language has been made by the applicant
- The applicant has completed safeguarding checklist if appropriate

Foras na Gaeilge may add to these qualifying criteria.

If you have any question on any aspect of the qualifying criteria, you can contact Foras na Gaeilge [before the deadline](#).

3. How will we assess the applications?

Foras na Gaeilge will use the following criteria to assess all applications:

1. (a) The subject matter, number and appeal of the activities must be through the medium of Irish, in accordance with the basic aim of the scheme.
(b) The imagination of the programme of work of those running the major event must be clear.
(c) The number of participants must be measurable, including performers and attendees.
2. The use of Irish must be increased in the context of the promotion of the language-based arts: recitation, singing, storytelling, reading stories, puppetry, drama, films, literature, fostering new artists, or any other area of the language-based arts which would attract Irish-speaking attendees.
3. The events programme and all publicity must be in Irish or completely bilingual, with Irish in first position, and discussed in advance with Foras na Gaeilge. If a particular element of a larger major event is intended, significant recognition must be given to Irish in the publicity and information literature of the main event, and this must be discussed in advance with Foras na Gaeilge. A draft of the programme must be sent to Foras na Gaeilge before it is printed.
4. The applicant must have a programme of work setting out an aim, objective, strategy, audience development and participation plan, and marketing plan.
5. The group making the application must have management and administration capacity, which will include the group's experience, structure, range of expertise and specialism. If it is a local group operating on behalf of an umbrella organisation or umbrella body the relationship, cooperation and support with the appropriate umbrella organisation or umbrella body must be shown.
6. Information must be given on funding or support from other sources, e.g. sponsorship, use of venue, voluntary time, funding in kind, estimated income and value for money.
7. Foras na Gaeilge will award extra marks to applications which show that they have a plan to increase audience numbers.

8. Foras na Gaeilge will award extra marks to applications which show that the Irish language will be to the fore in every element of the major event, and in the publicity material.
9. There must be a commitment to cooperate with the appropriate lead organisations.
10. Any funding from Foras na Gaeilge must be spent in the current calendar year.

Who is ineligible to be an applicant?

- Legislative organisations (county councils or any other state agency)
- Lead organisations
- Any application for which canvassing is carried out with any board member or employee of Foras na Gaeilge

Activities eligible for funding through the scheme

- Arts activities through the medium of Irish
- Opportunities to use the Irish language and Irish language social networks
- Major events which have the use of Irish on their programme and their publicity material

Activities not eligible for funding through the scheme

- Projects which do not show an approach or clear policy on the promotion of the Irish language
- Fixed overheads like rent, salaries, travel, subsistence or bills, will not be paid. A grant will be paid under this scheme for running costs of the major event only. Only grant-aid from Foras na Gaeilge will be available under this scheme.

4. How will we apply?

Before you start to complete the application form read the guidelines fully again and ensure that your organisation fulfils the scheme qualifying criteria under section 2 above.

Only applications submitted electronically will be accepted. Hard copies of applications will not be accepted. As you complete the application you must answer all questions.

The deadline for applications is **12 midday on Wednesday 10 January 2024.**

It is up the applying organisation itself to ensure that the application is completed and submitted on time. **We will not accept any applications after the above deadline.**

If you have any question about any aspect of the application contact Foras na Gaeilge before the deadline.

5. What will happen to our application?

Foras na Gaeilge will assess all valid applications under the criteria stated in section 3 above.

The funding decision will be made known to applicants. You will receive a notice to the email address you provided in your application.

Any application about which any board member or any employee of Foras na Gaeilge is canvassed will be rescinded.

Any application in which inaccurate information is given will be rescinded.

The executive of Foras na Gaeilge is responsible for all decisions regarding all projects to be funded, and will implement all funding decisions.

6. If our application is successful?

If your application is successful, we will send you an offer containing all relevant information on payment and monitoring of the scheme.

This offer will be a legal contract and the conditions of this contract must be adhered to. Any portion or all of the grant may be cancelled or recalled if any of the terms or conditions of the contract are violated.

There must be a bank account in the name of the organisation, under the control of a committee or board. All payments from the Foras na Gaeilge grant should be made from this account so that there is a written account available of all payments (e.g. cheque, direct debit, bank cards associated with the account, BACS etc.).

A personal debit or credit card may not be used and repayments will not be approved from the account to a personal card in any case.

Foras na Gaeilge will not provide funding for payments made with cash.

Foras na Gaeilge will not fund any spending not approved in advance. No grants will be paid retrospectively.

7. How can I give feedback, make a complaint or appeal?

Foras na Gaeilge welcomes any recommendations or feedback you may have about this scheme.

If you have cause for complaint about this scheme this can be made known to Foras na Gaeilge as well.

Foras na Gaeilge has an appeals process in place. If you are not happy with the decision made in respect of your application you can seek in writing a review within fourteen days from the date of the offer about the decision. All appeals must be based on these grounds only:

- i. That Foras na Gaeilge misread the information given during the assessment.
- ii. That Foras na Gaeilge departed, in a substantial way, from the assessment process itself.