



Office use only:

Ref:

Date:

Dublin City Council – Decade of Commemorations Fund for Communities 2020

Cuirtear fáilte roimh aighneachtaí agus imeachtaí/tionscnamh i nGaeilge

1. DETAILS

a. Organisation/Group Name/s: _____

b. Contact Person: _____

c. Contact Postal Address: _____

d. Telephone / Mobile: _____

e. Email: _____

f. Website/s: _____

ORGANISATION/S DESCRIPTION (tick all that apply)	
HISTORY/LOCAL HISTORY GROUP	
ARTS CENTRE/VENUE	
COMMUNITY CENTRE/GROUP	
FESTIVAL GROUP	
SCHOOL	
BUSINESS GROUP	
OTHER (please give details)	

2. Details of proposed commemorative event/project for which funding is sought

What is the title of your proposed event/project and what is it (e.g. book, exhibition, talk)?

When and where will it take place?

What is it i.e. type of Event/Project:	Tick one box only
Research/Publication (e.g. Guidebook, history book)	
Walk/Tour	
Drama/Music	
Seminar/Lecture/Conference	
Exhibition	
Visual arts	
Pageant/festival	
Other, please specify:	

Please provide a *brief* summary of the event/project:

Please provide details of the target audience (children/adults/families/communities etc) and the location of the project or the target area of the project:

Please provide estimate of projected numbers likely to participate in the project:

Please provide a detailed breakdown of costs of this proposal:

ITEM (e.g. Printing, marketing, catering, professional fees)	ESTIMATED COST (€)
TOTAL ESTIMATED COST	
TOTAL AMOUNT OF CONTRIBUTION SOUGHT FROM DUBLIN CITY COUNCIL	

Please provide details of your capacity to deliver this project (e.g. Previous experience)

Has this project received or applied for other sources of funding? Yes_____ No_____
If yes, please state the source and amount of funding_____

APPLICANT STATEMENT

I have completed all relevant sections of this form and confirm that all information provided is accurate.

Name (Printed): _____ Signature: _____

Position: _____ Date: _____

Completed and *signed* applications may be scanned and emailed to:

commemorations@dublincity.ie

or

Posted to:

Dublin City Council Decade of Commemorations Fund

Dublin City Public Libraries

138-144 Pearse Street

Dublin 2

D02 HE37

Please ensure you have read the Criteria and Guidelines and completed the form in full before submitting your proposal.

Deich mBliana na gCuimhneachán - Baile Átha Cliath

Decade of Commemorations - *Dublin Remembers*

Criteria and Guidelines when submitting a proposal for a community-based commemorative event

The Government has designated the period 2012-2022 for a programme of commemorations of historical events.

Dublin City Council seeks to support local communities who want to organise dignified and appropriate commemorative events within the Decade of Commemorations designation and has some funds available for allocation to community-based groups, community organisations and partnerships in Dublin.

In general, grants of up to €1,000 may be awarded (in a small number of cases Dublin City Council may consider allocating higher amounts of funding).

Who can submit proposals?

Schools, community groups and community organisations with an interest in history may submit a proposal for a project to commemorate an event in the Decade of Commemorations era.

Requirements

Certain criteria are required for projects to proceed to the assessment process. To be eligible for funding the event/project must:

- take place in the Dublin City Council administrative area,
- be organised at community level and encourage participation from the community,
- enhance the knowledge of the history of the event in question,
- be respectful and appropriate,
- be a quality event based on sound historical basis,
- be a feasible project with a historical dimension, designed on a realistic financial basis,
- provide good value-for-money,
- be accessible to diverse audiences and participants,
- adhere to legal requirements e.g. planning laws, health and safety requirements
- be inclusive in theme and approach.

The following criteria are highly desirable for events/projects:

- an event/project organised in partnership with another community/history group,
- be aimed at a particular demographic group (e.g. young people, senior citizens),
- involve an historian,
- involve an artist or have an artistic dimension.

What items and expenses are excluded from the fund?

- Capital projects and infrastructural projects e.g. plaques, building restoration, monuments,
- Spend on alcoholic beverages, fines, legal costs, penalty payments,
- In general, the cost of items for resale are ineligible.

How do I apply?

Please complete and sign the attached application form. All applications must be signed and dated and submitted either electronically to commemorations@dublincity.ie or in hard copy to **Dublin City Council Decade of Commemorations Fund, Dublin City Public Libraries, 138-144 Pearse Street, Dublin 2, D02 HE37.**

Please note that if you receive a grant, you will be required to provide the following after the event/project take place:

- Evidence that the event/project has taken place
- Receipts for all items and the full costs
- A report on the event/project

Dublin City Council is subject to provisions of the Freedom of Information Act (FOI) 1997, 2003. If you consider that any information supplied by you is either commercially sensitive or confidential in nature, this should be highlighted and the reasons for sensitivity specified. In such cases, the relevant material will, in response to an FOI request, be examined in the light of the exemptions provided for in the Acts.

More Information

For more information about Dublin City Council's Commemorations' programme visit our website at <http://dublincity.ie/decadeofcommemorations>.