# A close-up of a logo Description automatically generated

# OPEN CALL

# Project Proposal

## Strand 2 Project / events

### 2024

Please contact the Project Coordinator for any advice or help if needed prior to submitting this proposal Deryn O Callaghan cpenniscorthy@wexfordartscentre.ie 0879578984.



### Project Details:

### THIS FORM SHOULD BE TYPED OR HANDWRITTEN CLEARLY IN BLOCK LETTERS USING BLACK INK.

1. Name | Organisations name
2. Project | Event title
3. Brief summary of project (25 words)
4. Is this a group application
5. Contact Details – Phone | Eire-Code
6. Proposed start date if known
7. Proposed Duration
8. Amount Requested from Creative Places Enniscorthy
9. Will proposed project include collaboration or participation of | with communities in Enniscorthy describe (50 words):
10. Detailed description of the project and how it reflects (one or more) of the CPE guidelines (500 words)
11. Please give details of all project participants. Details of age group, gender and number of participants (25 words)
12. What are 3 anticipated goals or outcomes of the project:

1.

2.

3.

### SUPPORTING MATERIAL – Not a requirement

1. You may include supporting material with this application. Examples of similar and relevant work you have done previously, images should include captions or short descriptions. For videos/films/audio, please provide URL links (attach with application email) to your own website, Vimeo page, YouTube page, etc
2. Add a short statement / CV with background information about you and or group or attach with application email
3. Add other supporting material – catalogues, flyers, publications, reviews etc or attach with application email

### BUDGET

Budgets are limited and we may expect projects to have other sources of income and supports. If costs are known, please outline the costs associated with the project and if the project is in receipt of any other income. Please upload a separate income and expenditure sheet if required.

|  |  |
| --- | --- |
| **Expenditure** | **Amount** |
| Artistic costs | € |
| Artist (s) Fees |  |
| Materials |  |
| Travel/Subsistence |  |
| Other expenses |  |
| **Administrative costs** |  |
| Administrative costs |  |
| Postage and stationery |  |
| Publicity and PR |  |
| Insurance (Public/Employers) |  |
| Monitoring and evaluation |  |
| Other |  |
| **Support costs** |  |
| Venue hire |  |
| Technical equipment/transport |  |
| Other |  |
| **TOTAL** |  |
| **Income** | **Amount** |
| Funding CPE |  |
| Any other income |  |
| In-kind support / collaboration |  |
| **TOTAL** |  |

Please contact the Project Coordinator for any advice or help if needed prior to submitting this proposal Deryn O Callaghan E: cpenniscorthy@wexfordartscentre.ie M: 0879578984.

**DISCLAIMER, DECLARATION, SIGNATURES**

Creative Places Enniscorthy shall not be liable in respect of any loss, damage or costs of any nature arising directly or indirectly from this application or the subject matter of the application. Creative Places Enniscorthy, its servants or agents shall not at any time in any circumstances be held responsible or liable in relation to any matter whatsoever arising in connection with the development, planning, construction, operation, management and/or administration of individual projects.

I have read the above terms and conditions and I certify that the information supplied here is a true and fair representation of this organisation’s position.

DECLARATION

Please ensure that this form is signed

*In signing this declaration, I agree to the above disclaimer and that:*

1. I certify that all the details supplied in this application form are true and correct to the best of my knowledge.
2. I have read, understood and accept the Terms & Conditions of the Creative Places Enniscorthy Open Call 2024 – First round
3. By submitting an application, applicants agree to the processing and disclosure of the applicant’s information by Creative Places Enniscorthy, and to other third parties if required, for Fund administration, reporting, evaluation and audit purposes; and successful applicants further consent to the disclosure of this information (e.g. name of successful applicant, amount of award, event details, etc.) by these parties in connection with the marketing or promotion of the Fund. Personal data will be processed only in accordance with the relevant provisions of the Data Protection legislation.
4. If successful in application I will have adequate and appropriate insurance cover for our Creative Places Enniscorthy Open Call 2024 project / event.
5. I agree to acknowledge the support of Creative Places Enniscorthy, Wexford County Council, Wexford Arts Centre and the Arts Council in any promotional material associated with the Open Call research & development or project / event applied for and logos etc will be issued to the successful project/events.

I agree to accept the decision of the assessment of my application as final.

Signature of contact person: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Name of Contact person (CAPITALS):\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Position in group: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

On behalf of: (organisation's name): \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Application dates:**

* Closing date for receipt of applications: **5pm Thursday 16 May 2024**
* Applications can be handed in hard copy to the Presentation Arts Centre or emailed [cpenniscorthy@wexfordartscentre.ie](mailto:cpenniscorthy@wexfordartscentre.ie) Applications can be discussed with CPE co-ordinator before being made
* All Applicants will be notified on or before **Thursday 30May 2024**
* Your application should include completed:

Application Form

Disclaimer

Supporting Documentation all compiled into one PDF document.

(if submitting via email the total should not exceed 12 MB in size)

Please submit your application

To the Presentation Arts Centre, Convent Road, Enniscorthy as hard copy

OR

email cpenniscorthy@wexfordartscentre.ie. Digital submission on one PDF or Word document preferred and must not exceed 12 MB in size including support material.

Please put in the subject Line of the email – S2 Open Call – Projects / Events 2024