

COMHAIRLE CHONTAE LIATROMA

LEITRIM COUNTY COUNCIL

###### Grants Scheme – St Patrick’s Day Event 2025

# Application Form

Before completing this application form, please read the Guidelines and Conditions attached

Please note: it is important to answer each question individually.

Part 1 - Applicant Organisation Information

|  |  |
| --- | --- |
| **Applicant Organisation:** |  |
| **Contact Name:** |  |
| **Position in Organisation:**  |  |
| **Contact Address:**  |  |
|  |
|  |
| **Email:** |  |
| **Mobile:** |  |

**1.2 Municipal Districts**

|  |
| --- |
|  Please indicate which Municipal district you are applying to: **Ballinamore  Carrick on Shannon Manorhamilton** |

**1.3 Insurance details**

|  |
| --- |
| **Please give details of Insurance Policies held by your organisation/group: (if applicable)** |
| **Policy No:**  |

**1.4 Parade Reference ID No.**

|  |
| --- |
| **ID Reference No. required if event is a parade – please see Section 3 in attached guidelines – Point 5.** |
| It is a requirement that all St Patrick’s Day Parades go through the Standard Temporary Road Closure process. Please contact Davinia on **roads@leitrimcoco.ie** to register your parade. You will receive a reference number which **must** be quoted on your application form, for your application to be considered. Your grant application is ineligible without this number.  |

**1.5 Details of St Patrick Day Festival or Event**

|  |  |  |
| --- | --- | --- |
|  | **Name of Festival/Event:** |  |
| **1** | **Proposed Date/Dates:**  |  |
| **2** | **Amount of Grant Being Sought:**  |  |
| **3** | **Venue/Location:** |  |
| **4** | **Festival /Event url:** |  |
| **5** | **Facebook:** |  |
| **6** | **Twitter:** |  |
| **7** | **Instagram:** |  |

**Part 2 - Financial Information**

1. **TOTAL COSTS - Please provide a breakdown of the anticipated total event cost.**

***(Please also demonstrate how you arrived at these figures)***

|  |  |
| --- | --- |
| Item/Activity & Cost  | **Cost €** |
|  |  |
|  |  |
|  |  |
|  |  |
| **TOTAL €** |  |

1. **TOTAL FUNDS - If applicable, please indicate the other sources of funding for the project**

|  |  |
| --- | --- |
| Source | **Amount €** |
|  |  |
|  |  |
|  |  |
| **TOTAL €**  |  |

**Please note that (b) plus grant sought should equal (a) above.**

**Part 3 - Additional Information**

|  |
| --- |
| **Please give any additional information in support of your application** |
|  |
|  |
|  |
|  |
|  |

**We confirm that we have read and agree to the privacy statement on Leitrim County Council website**

The information given above is correct, and we have received and read the Guidelines and Conditions relating to the Leitrim County Council St Patricks Day Event Scheme

(Both documents are available to review via the link below –

[2025 St Patrick’s Day Event Grant Scheme - Leitrim County Council (leitrimcoco.ie)](http://www.leitrimcoco.ie/eng/news/2023-st-patricks-day-event-grant-scheme.70839.shortcut.html)

|  |  |  |  |
| --- | --- | --- | --- |
| Signed:  |  | Position held in Group: |  |
| Print Name: |  |  |
| Signed: |  | Position held in Group: |  |
| Print Name: |  |  |
| Date: |  |  |

All applications should be clearly marked ‘St Patrick’s Day Parade’ and must be submitted by email to tourismgrants@leitrimcoco.ie

Closing date for receipt of completed Application Forms is 2.00 pm on Monday 17th February 2025.