



Comhairle Contae  
an Chabháin  
Cavan  
County Council

Creative  
Communities



Rialtas Áitiúil Éireann  
Local Government Ireland



Clár Éire Ildánach  
Creative Ireland  
Programme

## Creative Cavan 2026 – Information and Guidance Notes


**Applications must be received by 5 pm Friday 30 January 2026**

The Creative Ireland Programme is an all-of-government initiative committed to enhancing access to, engagement with, and enjoyment of Ireland's culture and creativity. Within the broad range of available definitions, creativity is considered as a set of innate abilities and learned skills; the capacity of individuals and organisations to transcend accepted ideas and norms by drawing on imagination to create new ideas that bring additional value to human activity.

The vision of the Creative Ireland Programme 2023 - 2027 is to mainstream creativity in the life of the nation so that individually and collectively, in our personal lives and in our institutions, we can realise our full creative potential, thereby promoting individual, community, and national wellbeing.

Cavan County Council delivers the Local Authorities element of Creative Ireland's *Creative Communities* programme under **Creative Cavan Culture and Creativity Strategy 2023-2027**.

*Creative Communities - Enabling Creativity in Every Community*

 **Please read these guidance notes carefully prior to completing your grant application.**

The aim of this funding is to empower community groups, organisations, venues, artists, performers, and all those involved in the cultural and creative sectors to develop high-quality projects and programmes that:

- Enable individuals and groups to realise their full creative potential.
- Promote greater access, understanding, and appreciation of the arts, creative industries, heritage, and the Irish language.
- Proposals can include any and all creative activities eg. performances, readings, workshops, interactive installations, visual art, music, dance STEAM etc
- Priority will be given to cross-sectoral, collaborative projects with a strong community focus.
- To be successful, applications must clearly demonstrate how they actively encourage communities to engage in creative activities.
- We encourage communities to engage with creativity in new and innovative ways and particularly welcome applications from groups who have not previously engaged with Creative Ireland.



## Funding Levels

Two levels of funding may be applied for during this grant process.

Micro Grants	Strategic Grants
between €500 and €2,500	between €2,500 and €10,000
The project must take place in County Cavan by the <b>27 September 2026</b> – if this does not align with your project delivery then apply under strategic grant (eg Halloween event)	Exceptional projects may be funded up to €15,000. The project must take place in County Cavan by <b>1 August 2027</b> – <b>no extension</b> will be considered.  This grant will allow potential projects which will require a longer delivery time and respective budget to be delivered.

Only **one application will be considered for each applicant**, for each grant however you may be included as part of a collaboration led by another individual/organisation.

For more information around project delivery please read the Creative Cavan Culture and Creativity Strategy 2023-2027 at:

<https://www.cavanlibrary.ie/creativecavan> prior to submitting your application.



### To be eligible for funding the project/event:

- Must take place in County Cavan and adhere to the deadlines above.
- Applicants must be 18 years or older.
- Be organised by an individual/community/voluntary group **based in Cavan**.
- Encourage or benefit participation in the Creative Ireland programme and enhance the awareness of creativity or culture in the County.
- If delivered in partnership a letter of support **is required** from the partner organisations.
- Be in keeping with at least **one of objectives** of the Cavan Culture and Creativity Strategy 2023-2027.
- Recipients of grant assistance for projects involving children or young people must submit evidence that a current child protection policy and up to date Garda Vetting are in place.

- Cavan County Council and Creative Ireland logos should appear on all printed material, and be acknowledged on all video/film, event websites, and social media.
- It is the responsibility of the grant recipient to follow public health and safety recommendations and guidelines.
- Details of all projects will be advertised on the Creative Ireland website.
- Be designed on a realistic financial basis and provide good value for money. A detailed breakdown of costs associated with all elements of the project **MUST** be included with your application. This is essential for your grant application to be assessed.
- **Application Deadline** with a fully completed application form, fully completed budget, detailed description of your project and all supporting materials and a signed disclaimer form to be submitted by **5 pm on Friday 30 January**; online using the online portal. If you are unable to complete the online portal please contact [showe@cavancoco.ie](mailto:showe@cavancoco.ie).
- LATE APPLICATIONS WILL NOT BE CONSIDERED.
- Applicants should NOT contact the Creative Ireland Office after this date. You will be notified by end-February by email, as to whether you have been successful or not. (Please note your project can not start until you have been notified as to whether you are successful, and this should be considered.) Cavan County Council **will not retrospectively fund** and take no responsibility for proposed projects that have not been awarded funding by due process.
- The **deadline for project delivery** is **Friday 27 September 2026** (micro grants) **1 August 2027** (strategic grants). This deadline is to facilitate Cavan County Council's funding drawdown from the Creative Ireland Programme and is **non-negotiable**.
- It is the responsibility of the applicant to ensure that all permissions, approvals, licences or consents needed for your project are secured.
- Stock imagery is fine to use provided that the image is marked as such.
- All projects must agree to have the necessary insurance in place prior to beginning the project and send in verification of insurance in stage one of the project prior to the project commencement.

## Assessment Process

**Open Call Grants are highly competitive and attract a large number of applications. While we cannot fund every proposal, we appreciate the effort and creativity that goes into each submission. If your application is not successful this time, we encourage you to apply again in future rounds.**

- All applications will be assessed by an independent panel which includes individuals with an arts background who are experienced in adjudication.
- Funding will be allocated based on the recommendations of this panel.
- The panel will use **only** the information provided as part of your application.
- All applicants will be advised of the decision by email.
- Successful applicants will receive a funding agreement document that details terms and conditions. This document must be signed and returned by the date specified and you will then receive your letter of offer. Failure to do so may result in funding being withdrawn and reallocated to another project.
- Due to resource constraints, it may not be possible to allocate funding to all projects, and eligibility and compliance with these criteria do not guarantee a letter of offer. Overall allocated grant totals to successful applications may be reduced to allow allocation in line with overall allocated funding.
- Applications are scored on elements of the submitted application. Possible marks are indicated on the application form.
- Projects will be ranked by score and should a project be unsuccessful in delivery the next ranked project will be offered the funding.

**✗ Items that are excluded from the fund include:**

- Capital requests for building improvements to workspaces and venues.
- Assets or equipment e.g.: vouchers, memoirs for participants, art works, projectors, laptops, tablets etc.
- Fuel Costs.
- Spends on alcoholic beverages, fines, legal costs, penalty payments, and prizes.
- Wages and salaries relating to administrative costs.
- Generally, the cost of items for resale is ineligible.
- Items of expenditure incurred prior to the approval of grant funding are not eligible for recoupment.
- Activities dedicated solely to sport and fitness.
- Applicants requesting assistance in respect of commercial activities.
- Charitable events including fundraising.
- Applications for activities that are completed or have already commenced.
- Applications from employees of Cavan County Council. These individuals may not apply as lead applicants, however in certain circumstances can be involved as creative collaborators / advisors / participants in proposals submitted by a third party.
- Activities better suited to others awards and/or schemes offered by the county council.
- Activities that could be better supported by other public agency supports for example Arts Council, Culture Ireland, Design & Crafts Council Ireland, Music Generation.
- Projects taking place outside of the jurisdiction of Co Cavan
- Projects that do not relate to the Cavan Creative and Culture Strategy and/or the Creative Ireland Programme

- Film projects will only be considered if they are deemed to include an element of community development/engagement.
- Schools
- Projects already in receipt of a 2025.2026 strategic grant awarded in 2025.

## Community Need

For projects which seek to engage their communities it is important to evidence a need within your community.

This is particularly important when engaging older or younger people.

- Children and young people.  
It is important to move from doing things **for** young people to doing things **with** young people.  
As per the Rights of the Child (Article 12); The right of the child to be heard.

We have an obligation to ensure a child centric approach and to enable without discrimination. We must engage and listen to the voice of the child in relation to our events. Organisations have the same obligations as government departments to uphold all aspects of the CRC.

Useful resources available. We encourage use of the Creative Ireland young people and children consultation Forms available on Creative Cavan website at: <https://www.cavanlibrary.ie/creativecavan>.

Other Toolkit & Guidelines Toolkit & Guidelines | Hub na nÓg (hubnanog.ie)

**All applications which include delivery for children and young people must therefore include evidence that the voice of the child has been heard.**

- For older people it is important to engage an Age Friendly approach to ensure that the voice of the older person is heard. This ensures that there is a “with us, not for us approach” to project delivery.

## Managing Funds

### **If I am successful, how do I receive my funding allocation?**

You will be provided with a supplier form and then be allocated a Purchase Order number for inclusion on an invoice which must be submitted on headed paper.

Payment will be made following notification of success and submission of requested documentation.

### **Micro Grants**

An initial payment of 50% of the requested funding will be paid following approval and signing of a Creative Cavan Funding Agreement. The final 50% will be paid when the project is completed, a report is submitted (as per the criteria in the Funding Agreement) and accompanied with paid invoices to the Creative Cavan Office.

### **Large Grants**

An initial payment of 25% of the requested funding will be paid following approval and signing of a Creative Cavan Funding Agreement. A further 25% will be paid on submission of a progress report (due September 2026) and the final 50% payment when the project is completed, a final report submitted (as per the criteria in the Funding Agreement) and accompanied by paid invoices to the Creative Cavan Office. If your project will require a different funding payment schedule eg 25% year 1 and 75% in year 2 please indicate this within your description.

**Note:** Payment will be made to the community group/individual named on the application form as lead partner.

Payment will be by Electronic Funds Transfer only.

**Final/full Payment of the award will ONLY be made on completion of the project/event and the submission to the Creative Ireland office of an evaluation report, photographs, and paid receipts of money spent. This forms part of the Creative Cavan return to Creative Ireland and may be used for audit purposes.**

All groups/individuals awarded must have a valid Tax Clearance Number/access number a bank account in the name of the group and an email contact.

### **Freedom of Information:**

Applicants completing this Form should note that information provided to the Cavan Creative Ireland programme of Cavan County Council may be disclosed in response to a request made under The Freedom of Information Act (1997 and 2003). Every effort will be made to protect Client confidentiality.

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