



Application for Grant for Limerick Language Alive Week

17-23 October, 2011

1. **Contact Details**

First Name: _____ Surname: _____

Community group: _____ Position: _____

Telephone: _____ e-mail: _____

(please ensure you provide an e-mail address as confirmation of your application will be sent by email following receipt of your application)

Correspondence Address: _____

2. **Proposed Activities:** Please attach a document describing, in not more than 250 words, the proposed activities or performance.

3. **What is the estimated number of participants?** _____

4. **Financial support required from the City Council:** € _____

Please attach a **detailed description and a breakdown of costs**. Please note that the funding available per group is €500 to €1000. On completion a brief report and **receipts** for event relate costs must be submitted to Limerick City Council.

5. **Name of Organisation/Group's Bank, Address, Sort Code and Account number:**

Name of Bank _____

Address: _____

Account Number: _____

Sort Code: _____

Type of Account: _____

6. **Signed:** _____ **Date:** _____

Please return completed application form to: Community & Enterprise Department , Limerick City Council, City Hall, Merchant's Quay, Limerick **by 4pm on Thursday 15th September, 2011.**

Cultural Festival Grant Payment Conditions:

80% of the grant will be paid initially. A final 20% tranche will be payable on submission of a brief report and receipts for expenses incurred that are directly related to the event(s) being organised, for example:

Purchase of materials; hire of equipment; hire of event space; printing; provision of light refreshments and snacks [depending on the duration of the event(s)]; necessary event related costs etc. To avoid payment being refused, please ensure that all expenditure is reasonably in –line **detailed description and a breakdown of costs** that you have submitted with your application.