**“The Leitrim Gathering” Events Fund 2025**

**Application Form must be submitted by 4pm on 25th of October to:** **thegathering@leitrimcoco.ie**

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| **Town/Village where it is proposed the event will take place:**  |  |

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| **Name of Group/Organisation responsible for organising the event:** |  |
| **Contact Name:** |  |
| **Email address:** |  |
| **Telephone No:** |  |

**Please outline in the table below the details of the event you are planning as part of “The**

**Leitrim Gathering”:**

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| 1. Event Details
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| Proposed name of the event: |  |
| Proposed date of the event: Please note that “The Leitrim Gathering” is due to take place between Friday 23rd and Sunday 25th May 2025 |  |
| Proposed time of the event: |  |
| Proposed Location of event: |  |
| Has this event taken place before? If it has, how was it funded? |  |
| Please note that by applying for this funding, the applicant must give permission for Leitrim County Council to advertise this event on The Leitrim Gathering Calendar of Events. By agreeing to this, the applicant must ensure that the event goes ahead. Please indicate if you agree to this: |

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| **Yes** |  |
| **No** |  |

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| 1. Type of Event: Please tick which category applies.
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| Food & Beverage |  |
| Sports |  |
| Education |  |
| Music/Dancing |  |
| Literary  |  |
| Cultural & Heritage |  |
| Land & Water Activities |  |
| Art/ Genealogy |  |
| Other (*If other, please specify the type of the event)* |  |

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| Please provide a summary of your proposed event: |
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| 1. How is it proposed that this event support the objectives of “The Leitrim Gathering”, i.e. engaging the diaspora, increasing visitor numbers, and welcoming all those who have made Leitrim their home?
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| 1. Equality, Diversity and Inclusion: Leitrim County Council is committed to providing equitable access and opportunity for everyone. Please describe what measures have been taken to ensure consideration to equality of access for all members of the community, including ethnic minorities and people with disabilities, in event planning.
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| 1. Climate Change and the Environment: What are the proposed actions to be undertaken to minimise its impact on the environment?
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| 1. Child Welfare and Protection

Does your event feature any activities that are targeted at children or young people less than 18 years of age, or events that include young people in the programme (such as performing musicians) that are less than 18 years of age? |
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| **Yes** |  |
| **No** |  |

If this funding application is successful, the Child Protection Policy will be required before a letter of offer is issued. |

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| 1. Budget
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| Please provide a comprehensive budget detailing all the proposed costs incurred and income arising from the event below.Your expenditure may include (but is not limited to): Professional Fees including fees for artists, producers, directors, technicians etc.; Production Costs including staging, sound/lighting hire, transport, etc.; Marketing and PR; Venue Hire; Health & Safety/Security; Insurance; Financial Costs including Bank Fees and Audits; Environmental Costs including refuse collection and management; and Catering and Accommodation.Your income should include all income applied for or anticipated from public and private sources including ticket sales, merchandise, grants, sponsorship, donations, licencing etc.

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| Item/Activity & Rate Charged | **Cost €** |
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| **TOTAL €** |  |

1. Please specify the total costs of the event:

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| 1. Promotion of event: Will your festival /event be promoted to an overseas or domestic audience? Please outline how this will be achieved:
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| 1. Insurance
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| Please give details of Insurance Policies held by your organisation/group: (if applicable) |
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**Please note** that there will be limited funding available to support events organised as part of “The Leitrim Gathering”.

As part of processing this application, it is necessary for Leitrim County Council to collect personal data from you. Such information will be processed in line with Leitrim County Council's Privacy Statement which is available to view [here](https://www.leitrimcoco.ie/eng/business/funding-schemes/).

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| **Signature** |  |
| **Name in Block Capitals** |  |
| **Position** |  |
| **Date** |  |