



County Galway Culture Night

Friday 16th September 2016



Comhairle Chontae na Gaillimhe
Galway County Council

Application to Hold Events in the County (excluding the City & Gaeltacht)

What is Culture Night?

Culture Night is an annual event that celebrates culture, creativity and the arts. It will take place on Friday 16th September 2016 from 5.00pm and continue to late into the night! Culture Night has grown from a relatively small scale cultural event staged only in Dublin in 2006 to the significant national cultural event it now is, with some 350,000 people visiting museums, galleries, historic houses, artists' studios and cultural centres across the country.

What's special about Culture Night?

- Venues stay open later and longer than usual
- Exciting and unique events happen on culture night on the streets, squares, seashores and other public spaces around Ireland
- Everything is free of charge to the public



What's good about Culture Night?

- It encourages more people to visit cultural venues and experience culture in their area
- It's a reminder of the fantastic cultural facilities and resources that we have
- It's good for cultural organisations, artists, venues, artists' studios, performers, galleries, art collections, archives, interesting buildings, places and spaces, museums, arts centres, libraries etc.
- It creates a sense of community and showcases what's going on in your area.

What's happening in County Galway?

Building on the great success of the last four years, County Galway will again celebrate Culture Night in 2016. Coordinated by Galway County Council, we are now inviting groups and organisations in County Galway (excluding the City & Gaeltacht) to hold an event(s) and have it included in a programme of events for Culture Night.

Important Note

If the event is being held in the City you should contact the Arts Office in the City Council instead on 091 536400. If your event is in a Gaeltacht area you should contact Údarás na Gaeltachta on 091 503100.



Will funding be available for events?

The County Council in partnership with the Department of Arts, Heritage & the Gaeltacht have a small funding pot for events. Some events may not require funding, others will.

If you require funding for your event you should complete **Part C** of the application form. The deadline is **8th July 2016**. Applying for funding does not guarantee that your event will be funded. You will be notified if you have been successful by mid July 2016.

What can the funding be used for?

Funding can be used for:

- Hiring performance groups, acts or entertainment
- Production costs
- Equipment hire

Please Note:

- Funding for venue hire will only be provided in exceptional cases. Free venues such as outdoor spaces, community halls, libraries and so on should be used where possible.
- Funding for promotion will only be provided in exceptional cases. A programme (booklet) containing all events will be provided and this should be used as well as other free tools available to groups.
- Funding will not be provided for refreshments

If successful the following conditions will apply:

- Access to all events must be open to the public, free of charge and take place on 16th September 2016.
- The support of Galway County Council and the Department of Arts, Heritage and the Gaeltacht must be acknowledged on promotional material and at events. Logos and wording will be given to you.
- A final description and wording of your event will be sought in late July.
- A County Galway programme (booklet) will be produced including your event(s) which will be supplied to you to help promote Culture Night and your event.
- The event must be covered by public liability insurance to a minimum value of €6.5 million. For outdoor events groups should have Public Liability Insurance for a minimum of €12.7 million. Groups awarded financial support will have to provide specific indemnity for Galway County Council on their Insurance policy in respect of the event(s).
- If your funding application is successful, funding will be paid after the event has occurred. Paid receipts must be submitted.

What types of events could I hold?

Culture night is an opportunity to showcase unique cultural events such as:

- We would particularly welcome bigger events where groups and artists come together to pool their resources and attract large audiences.
- We would also encourage cultural venues such as museums, galleries, castles, libraries, heritage and art centers to stay open on Culture Night and hold an event.
- Hold a Galway 2020 European Capital of Culture event
- Exhibitions, classes & workshops
- Hold a parking day event - 16th September is also PARK(ing) Day - a global event which reclaims on-street car parking spaces into public open spaces for one day - www.parkingday.org
- Outdoor projections on buildings
- Multicultural celebrations
- Cultural trails or treasure hunts
- Concerts & music sessions
- Walking tours
- Intergenerational events celebrating positive ageing and young people
- Street performances
- Film screenings
- Dance performances
- Book or poetry readings or storytelling
- Log onto www.galway.ie/culturenight to see what others did in County Galway last year or www.culturenight.ie to what happened around the Country.
- Look up the Galway Culture Night Facebook page  www.facebook.com/galwayculturenight

How do I apply to be part of Culture Night 2016?

- Make sure you have read this information sheet carefully
- Download an application form from www.galway.ie/culturenight or email culturenight@galwaycoco.ie or phone 091 509580 or 091 509584
- Consult your group or organisation and the rest of the community to plan what event(s) you will hold.
- Phone us if you are not sure about anything.
- Research costs involved if any.
- Complete the application form and submit to the address given by **4.00pm 8th July 2016.**

