



Comhairle Chontae
Laoise | Laois
County Council

Laois County Council Tourism Grants Scheme 2025

Guidelines and Application Form

Introduction:

Laois County Council's Tourism Grants Scheme aims to promote and support Tourism festival and events that will result in a social, cultural and economic benefit to the County. The Council recognises the contribution that tourism makes to the lives of the people of the county and the economic benefits in terms of increased activity and visitor numbers. In recognition of these benefits, and the extent of the voluntary effort involved in the organisation of festivals and events, the Council will be making available a Tourism Grants Scheme in 2025.

Objective:

The main purpose of the Grants Scheme is to provide financial assistance to groups and organisations engaged in festivals and events at local level. The emphasis of the scheme is on providing funding for a diverse range of projects thus ensuring that the limited financial resources available is used to the maximum benefit of the community at large. The scheme is limited to Not-for-profit community or voluntary groups, commercial organisations and individuals are not eligible.

What the Grant Covers:

The Council will provide grant funding to qualifying festivals and events to assist with costs associated with organising the festival/event. Applications received by Laois County Council will be assessed and if successful an email of offer will issue to successful applicants. **Payment of the grant will be made when the event has been held and a Post Event Report submitted giving details of expenditure and the general running of the event.**

The maximum grant payable under this scheme is €3,000.

Applications:

Completed applications to be submitted via Laois County Council website, or to the email address below. Each application submitted will be evaluated and a decision in relation to an offer of grant funding will be based on the following:

1. The number of visitors attracted from within and outside the county;
2. The extent to which proposed initiatives maximise community participation;
3. The additional economic activity generated by the event;
4. Number of people attending the festival or event;
5. The extent to which the proposed initiative contributes to 2025 Laois Calendar of Events;
6. The extent to which the project proposed is unique, innovative, creative, interesting and likely to have future potential;
7. Environmental sustainability (reduce, re-use, re-cycle);
8. Availability of grant funding.

Contact: Ms. Elaine Moore, Administrative Officer,
Laois County Council, Áras an Chontae, Portlaoise, Co. Laois:
or email emoore@laoiscoco.ie telephone 057 86 64218 www.laois.ie



Laois County Council

Tourism Grants Scheme 2025

Application Form

Section 1: Applicant

Applicant Details	
Name of Festival / Event	
Address of Applicant/ Organisation:	

Name and contact details of person dealing with the application and address for correspondence	
Name:	
Title:	
Email:	
Telephone:	

GROUP / ORGANISATION DETAILS	
Festival Committee Tax Reference No <i>(This is a requirement and the number must be that of the Festival Committee applying for the grant) see www.revenue.ie</i>	
Previous experience of staging festivals / events in the public arena? If, so describe briefly.	
Website:	
Facebook / Twitter	

Section 3: Projected Expenditure

Note: The purpose of this section is to estimate the actual cost involved in delivering the festival/event.

Programme and Event Production Costs	Projected Spend 2025
Artists/Performers Fees	
PA/AV equipment costs	
Infrastructure costs	
Technical costs and fees	
Security Costs	
Marketing Costs	
Public Relations –including all leafleting/social media	
Site branding/signage	
Insurances	
Other (please specify)	
Total Projected cost of event/festival	

Section 4 Projected Income:

Income	Projected Income 2025
Ticket Sales/Gate receipts	
Sponsorship/donations	
Other (please specify)	
Total projected Income	
If you have been approved for/applied for funding for this event under any other grant scheme/funding stream provided by Laois County Council please state the amount approved/applied for and the grant scheme/funding stream	

Section 5: Environmental Sustainability/Awareness:

How will your festival/event promote environmental sustainability ? (e.g what measures are in place reduce, reuse, recycle)

Section 6: Sales & Marketing Strategy

How will you promote the festival / event? Please outline your strategy:

Section 7: ACKNOWLEDGMENT & PUBLICITY

- It is a requirement that any funding allocated from Laois County Council to your event/festival will be publicly acknowledged in press releases, signage, websites and social media and any other forms of advertising.
- Be mindful of Fáilte Ireland's Sustainable Festival and Event Guidelines [Fáilte Ireland Sustainable Festival Guidelines](#);
- Register your event on Discover Ireland <https://www.failteirelandevents.ie/#/> ;
- Request that you register your organisation or group with Laois Tourism info@laoistourism.ie see www.laoistourism.ie for further information;
- Event organisers are advised to utilise the Laois Green Your Festival (GYF) checklists, available at [Green Your Festival | Laois County Council](#);
- The Laois Green Your Festival (GYF) Kit is available free of charge to community groups (subject to availability and T&Cs) . For Green Your Festival Kit enquiries and advice contact climateaction@laoscoco.ie

<ul style="list-style-type: none">• Section 8 : Disclaimer & Declaration

On behalf of the above organisation/group, I hereby apply to Laois County Council for financial assistance towards the festival/event outlined above, and I declare that the information supplied is accurate to the best of my knowledge and belief. This support is being offered subject to you accepting and implementing the conditions, outlined including:

- I have read and understood the Application Guidelines for the Laois County Council Grant Scheme 2025.
- I understand that this is a competitive process and agree to adhere to the criteria, terms and conditions as outlined in the guidelines.
- I confirm that we have adequate and comprehensive insurance cover for our activities.
- I confirm that a Child Protection Policy is in place where our activities involve children/young people under 18.
- I understand that receipt of grant funding in one year does not automatically guarantee funding the following year.
- I understand that a Post Event Form must be completed in full and returned after the event has taken place in order for grant to be paid (available from emoore@laoscoco.ie).
- **I understand that failure to submit post event form to draw down funds within 6 weeks after the event has taken place will result in sponsorship being decommitted.**

