

# Laois County Council - Local Live Performance Programming Scheme – Phase 4

## Open Call for Proposals

Laois County Council is seeking proposals from Laois based organisations, groups, promoters, producers, venues etc who wish to receive support and can demonstrate the capacity to organise live performances in County Laois between August and October 31st, 2022.

### 1. Overview

The **Local Live Performance Programming Scheme – Phase 4**, which is funded through the Department of Tourism, Culture, Arts, Gaeltacht, Sport and Media, aims to support those working in the live arts and cultural sectors by developing events that engage the services of local **professional** artists/performers and crew involved in the live performance industry.

Applications from commercial venues are not eligible. However, individuals & commercial venues can be part of a proposal from an organisation, group, producer, promoter or venue, as appropriate.

The proposal may be for multiple or single events.

All events must be free of charge.

Proposed live performance(s)/event(s) must take place in county Laois and must conclude on or before 31<sup>st</sup> October 2022.

### 2. Who is Eligible?

**Laois based organisations, groups, artists, venues, and promoters. Producers who wish to programme live events and can demonstrate the capacity to organise live performances in County Laois between July 31st and October 31st, 2022 are welcome to submit proposals.**

The scheme will provide support for professionals working in the live performance industry and facilitate programming of **live performances in indoor and outdoor settings** for the period from **August 1<sup>st</sup> to October 31st, 2022**, animating local towns and communities, subject to public health considerations.

Specifically, Laois County Council aims to have a balance of events in each Municipal District Areas; **Borris in Ossory Mountmellick, Graiguecullen Portarlinton and Portlaoise.**

Laois County Council also aim to have events spread over the period of July 31st to October 31<sup>st</sup>.

**Funds will be made available for live events only.**

Performances may be recorded/streamed if health restrictions prevent live events, or as Laois County Council deem to be appropriate.

Laois County Council encourages proposals from of a range of performance types and multiple genres with due regard to gender, equality and diversity. All genres of performance (Music, Theatre, Spectacle, Circus, Literature, Poetry, Dance, Performance Art, Opera etc) are encouraged to submit proposals.

**Funding in previous phases (1-3) is not a guarantee of funding in Phase 4.**

**Priority will be given to new proposals/programmes in areas of the county that have not been part of Phase 1, 2 & 3 of the scheme.**

Proposed activity must:

- Be compliant with Public regulations i.e. Planning Law, Fire Safety Requirements, Health & Safety Requirements and casual trading (if applicable). **Written evidence should be supplied unless otherwise exempted.**
- Only be carried out if they are compliant with the most up to date government guidelines on COVID 19.
- Must have evidence of adequate and comprehensive Insurance - Public Liability (€6.5 million) and Employers Liability (€13 million) (as appropriate) and must carry an indemnity to Laois County Council and the Department

of Tourism, Culture, Arts, Gaeltacht, Sport and Media. The insurance cover must be in the name of the applicant. If applicants do not have this level of insurance they must submit a statement confirming that should they be awarded the funding, they are willing and able to raise insurance cover to these levels (in cases where the existing cover levels are lower) and that you will maintain these levels for the duration of the event. Insurance costs can be included in your budget. Laois County Council accepts no responsibility and concedes no liability in respect of any accident, injury, or damage to property or person however arising regarding any incident, occurrence or claim which may take place.

Successful applicants must acknowledge the support of Laois County Council and The Department of Tourism, Culture, Arts, Gaeltacht, Sport and Media (including logos) in all publicity material produced regarding the project, including but not limited to social media, press coverage, announcements at events, in recorded material etc. **Failure to do so may result in a withdrawal of funding.**

**Grant funding should not be used as top-up or substitute funding for existing events.** Groups & Organisations already in receipt of funding from Laois County Council will need to declare this and demonstrate that the activity proposed under the LLPPS-Phase 4 is separate and distinct and not already supported by Laois County Council.

### **3. Funding can be used for:**

The Local Live Performance Programming Scheme aims to support the creation of employment opportunities for professional artists/performers of all genres (listed in section 2), technicians, crew, lighting and sound engineers and other support staff working in the live performance industry.

**Proposals must prioritise the engagement of locally based professional artists, performers, crew, and other support staff.**

**Funding can be used for:**

- professional local performers, artists, and musicians' wages and fees - **at least 20% of your overall budget should be applied here and artists fees should align with the [Arts Council's policy for Fair & Equitable Remuneration of Artists](#)**
- technical crew wages and fees
- production technical costs – set building / rehearsals
- creative team fees
- video streaming costs
- technical equipment hire
- management costs (incl. promoter/ producer fees)
- venue costs (to include crew / overhead / payroll – for the duration of the production only)
- health and safety / security
- intellectual property costs (IMRO/Licencing Fees etc)
- event insurance (for the duration of the production only)
- marketing and promotion
- hire and transport of musical instruments

Funding may only be used to support the delivery of programme of events outlined in the proposal and to service the costs outlined above, costs that do not fit the purpose of the scheme will not be considered.

**Proposed events can take place in indoor or outdoor settings.**

### **4. Funding cannot be used:**

Proposals that include activities that have already started or are completed; or proposals taking place after October 31st, 2022 are not eligible for funding.

You are not eligible to apply under this scheme if you are in awarded funding through the **Live Performance Support Scheme** and/or **Music & Entertainment Business Scheme** by the Dept. of Tourism, Culture, Arts, Gaeltacht, Sport and Media.

Applications from commercial venues are not eligible under the scheme.

However, individuals/commercial venues can be part of a proposal from an organisation, group, producer, promoter or venue, as appropriate.

**Grant funding should not be used as top-up or substitute funding for existing events.** Groups & Organisations already in receipt of funding from Laois County Council will need to declare this and demonstrate that the activity proposed under the LLPPS – Phase 4 is separate and distinct and not already supported by Laois County Council.

Proposals for support of non-professional productions/events are not eligible for support, e.g. Parades, Pageants etc.

Proposals for fundraising/charity activities are not eligible for funding.

Proposals for events that are predominantly competitive in nature are not eligible for funding.

## 5. Amount of Grant Available

Laois County Council will apply the following levels of support for proposals:

1. up to €5,000
2. up to €10,000
3. up to €15,000

Proposal should be:

- adequately/realistically costed as per the eligible expenditure items for the scheme (outlined above)
- ensure that events/activities must only be carried out if they are compliant with the most up to date government guidelines on COVID19.
- artists fees to align with the Arts Council's policy for Fair & Equitable Remuneration of Artists. At least 20% of you budget must be allocated to artists fees. <http://www.artscouncil.ie/News/The-Arts-Council-Launches-Policy-on-the-Fair-And-Equitable-Remuneration-Of-Artists/>

Budgets should be submitted on the excel sheet provided.

**Laois County Council may receive more proposals than it can fund. In this instance, we may have to prioritise and assess the proposals according to the details supplied with due consideration being given to new applicants, new programme content and new locations, as well as the geographic spread and timing of proposed events.**

**Funding in previous phases (1-3) is not a guarantee of funding in Phase 4.**

## 6. Conditions of Funding

Each successful applicant will be required to:

- Agree to the terms and conditions of the grant and to follow all local authority guidance in relation to the event
- Produce an event management plan with details of event name, times, dates and venues
- Undertake a risk assessment and produce a Health and Safety Statement, including a Covid 19 Response Plan
- Ensure that if performances are being documented (filmed/photographed), that Laois County Council has the right to use this footage and to share it with the Dept. of Tourism, Culture, Arts, Gaeltacht, Sport and Media, as required.
- Operate a booking system for events.
- Provide payment details, including tax details, to Laois County Council. Payments in excess of €10,000 will require proof of Tax Compliance.
- Provide all necessary insurances to Laois County Council and the Dept of Tourism, Culture, Arts, Gaeltacht, Sport and Media.
- Provide a detailed feedback report (template to be supplied by Laois County Council).

- Provide a Final Income & Expenditure Report, with vouched receipts (template to be supplied by Laois County Council).
- Communicate with Laois County Council requests for information in a timely manner.

## **7. Submission & Deadline**

Please submit completed proposals and budgets on the official forms along with any additional information by email only to [artsoff@laoiscoco.ie](mailto:artsoff@laoiscoco.ie) with LLPPS Application phase 4 name of the applicant in the subject line.

For further information please contact | Laois County Council Arts Service | [artsoff@laoiscoco.ie](mailto:artsoff@laoiscoco.ie)

**Closing date for receipt of proposals is 5pm on Friday 12 August 2022**