

# Applying for a Grant

For financial assistance from the Isle of Man Arts Council for events in the financial year 1 April 2015 to 31 March 2016, complete the enclosed form and return it to the address below together with two letters of support/recommendation. The deadline dates for receipt of applications can be obtained at **www.iomarts.com**, by telephoning **+44 1624 694598** or emailing **iomartscouncil@gov.im**.

## Procedure

**Individuals or Organisation?** Grants can be awarded to individuals, groups and established arts organisations resident or established in the Island.

**Application Procedure:** Application forms are available from the Isle of Man Arts Council office or can be downloaded from our website at [www.iomarts.com](http://www.iomarts.com). Interviews will be held as appropriate. **Applicants are required to provide two (2) letters of support/ recommendation.** Applications will not be considered retrospectively.

## Terms and Conditions

- Written Report:** Recipients of grants are required to submit an End of Project Monitoring Report together with receipts for expenditure within one month of the completion of the event/course/project. Failure to return a completed End of Project Monitoring Report form in a timely manner, together with substantiating receipts for expenditure, will result in you being required to repay the amount awarded in full. The Arts Council reserves the right to use this report and photographs in its annual review of the Arts Development Strategy, forum, etc. End of Project Monitoring Report forms are available by telephoning the number below or download at <http://www.gov.im/artscouncil/downloads.xml>.
- It is a condition of all grant awards** that the money awarded is used only for the reason specified in your application.
- Publicity:** The Arts Council must be acknowledged in press releases/articles and on all publicity materials with the wording *'Supported by the Isle of Man Arts Council'*. Copy of logo available by email on request.
- Failure to declare other income sources** (including Government) may result in your application being ruled ineligible. If the applicant is indebted to any Government Department please notify this office as this may affect your application.
- It is a condition** of funding to organisations that a copy of your latest audited accounts be held on our files. **Please contact us if you do not have audited accounts so that we can discuss your situation.**

If you have any questions about procedure or terms and conditions contact:

Isle of Man Arts Council  
Department of Education & Children  
Hamilton House, Peel Road, Douglas IM1 5EZ  
Tel: +44 1624 694598  
Email: [iomartscouncil@gov.im](mailto:iomartscouncil@gov.im)



Putting the Customer **First**



## Use of Grant (continued)

Please give a full breakdown of principal costs, including those funded by other sources of income. If your application is successful, **documentary proof of payment (all receipts) and a completed End of Project Monitoring Report are required within one month of the end of project.**

Item	Details	Estimated cost
		£
		£
		£
		£
	<b>Total amount applied for</b>	<b>£</b>

	Source	Amount
Any other income <b>including</b> Government funding and Artist's fees		

How would the balance be found?


Where did you hear about the Arts Council's Grant Scheme?

## Declaration

I hereby certify that all the information given on this application is true and accurate. If successful, I undertake to credit the Isle of Man Arts Council in **all publicity** and to abide by any conditions attached by the Isle of Man Arts Council. I agree to supply **proof of expenditure (receipts) and the End of Project Monitoring Report within one month of the end of project.** If the applicant is indebted to any Government Department please notify the Arts Council as this may affect your application.

Signature

Date

Print name

(If under 16 years of age, parent to sign and print name)

Signature

Print name

**Send completed form, together with supporting information and two letters of support to:**

Isle of Man Arts Council  
Department of Education & Children  
Hamilton House, Peel Road, Douglas IM1 5EZ  
Tel: +44 1624 694598  
Email: [iomartscouncil@gov.im](mailto:iomartscouncil@gov.im)