Music Capital Scheme 2025
Award 1 (Non-professional performing groups)

Full Conditions of the Award

• Organisations must be based in, and make regular use of the items in, the Republic of Ireland.

• Items must be owned by a constituted organisation which operates as a not-for-profit organisation, a voluntary organisation or a charitable body. The organisation must have its own separate bank account (i.e. a non-personal account). Where the applicant organisation is a branch / member of a national organisation, this must be specified in the applicant name (e.g. "*National organisation name – branch / member name*") and all information submitted should relate to that branch / member organisation.

• Up to 75% of the total cost of the items will be awarded; the award amount may not exceed 75% of the total cost of the items. The applicant organisation must fund at least 25% of the cost of the items; this 25% cannot include a discount from suppliers. The requested amount may not exceed €37,500 and the overall item cost must be less than €50,000.

• Organisations delivering programmes for children and young people under the age of 18 and/or vulnerable adults are required to have adequate protection and welfare policies and procedures in place.

• Organisations must operate a clear policy for use of the items, including making adequate provision for housing, insurance, care, maintenance and repair, and ensuring that ongoing training and support is available to users (e.g. tuition, rehearsals, workshops/masterclasses), as well as performance opportunities. Organisations may provide items for free or for a nominal rent (to contribute to care and maintenance) to users. Items are not intended to generate profit for organisations, therefore for-profit companies are not eligible to apply.

• Venues applying for funding must indicate if a number of different groups would be using the items, and submit biographies of artistic teams and samples of the work of each of these groups. The people or group who will ultimately be responsible for the care and maintenance of the items must be clearly identified in the application.

• Awarded organisations must nominate two members to oversee the management of the Music Capital Scheme award and item purchase, and the organisation's compliance with the award conditions. Music Network will not enter into correspondence with any other members of the organisation in relation to this application/award unless a change is nominated by the board/committee of the organisation and is communicated in writing to Music Network.

• Awarded organisations must complete drawdown documentation and sign a Declaration Form (2 signatories per organisation) agreeing to these conditions within two weeks of receiving their results. The awarded organisation must provide bank account details in the name of the organisation to draw down the award. In the case of awards of €10,000, tax clearance details (Tax Reference Number and Tax Clearance Access Number) in the name of the awarded organisation must also be provided.

• Any proposed change made by an awarded organisation to the specified items for purchase must be approved by Music Network in advance of purchase.

• Awarded organisations must provide copies of receipts for the purchase of the approved item(s) to Music Network within two months of award payment. Where receipts are in a currency other than euro, confirmation of the euro amount paid must be provided also. Where such documentation is not received, the organisation will forfeit the award and refund the unused portion of the funds to Music Network. If the final cost is lower than anticipated, the awardee will refund the unused portion of the award to Music Network to be added to the Music Capital Scheme award fund for subsequent years.

• Awarded organisations must not sell or otherwise dispose of items funded under this scheme. If the items are no longer needed, or if an organisation ceases to exist, Music Network must be informed. In negotiation with Music Network, the organisation will then transfer the items to another appropriate body (to ensure continued use of the items), or sell the items and refund Music Network with the relevant proportion of the funds raised. This will then be added to the Music Capital Scheme fund for subsequent years.

• Awarded organisations must provide annual reports to Music Network on the exact use of the items for three years from the date when the funded items are received. A template for these reports will be provided by Music Network. See an example here Award 1 Annual Report Form .

• Awarded organisations must acknowledge the support of Music Network, the Department of Culture, Communications and Sport, and the Arts Council in biographical and publicity material, from the date of the award, for at least three years. The relevant logos and a template for the acknowledgement text will be sent to awardees. Organisations will be required to submit proof of acknowledgement with their annual reports i.e. provision of sample concert programmes, website screenshots, posters, flyers etc. which carry the acknowledgement.

• Awarded organisations agree to be bound by the conditions of the award. Where an awarded organisation is in breach of the conditions, the organisation will refund the amount awarded to Music Network, or return a minimum of 75% of the resale value to Music Network, should Music Network decide that selling the items is the preferred course of action. This will then be added to the Music Capital Scheme fund for subsequent years. The organisation will be ineligible to apply to the Music Capital Scheme in subsequent years.