

Community

Festival Fund

**2024/25**

Scoring Matrix

# **Derry City and Strabane District Council Community Festival Fund 2024/25**

**Scoring Matrix**

The following Scoring Matrix has been developed for the community festival grant programme.

Name of Organisation:

Reference Number:

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| Question Number  | **Max****Score** |  **Score** |
| 1. **Please outline the aims and objectives for your festival and provide an overview of your proposed programme?**
* Relevance of aim(s) and objectives for a community festival
* Explanation around festival dates, locations and venues chosen given
* Reference to community festival/event and or reference to cultural expression/celebration in their constitution
* Programme retains consistent artistic/cultural vision across festival
* Proposed programme aligned with aims and objectives
* Programme is of high quality and innovative
* If a digital programme only is proposed please outline details of production quality, quality of proposed programme etc.

**Failure to achieve a quality threshold of 50% in this question will result in your application failing at this stage.** | 20 |  |
| 2. Please explain how your festival will engage with your community in the design of the programme and delivery of the event.* Detail of relevant community and proposed consultation and engagement processes
* Illustration of previous success in community participation
* Specific details regarding community participation including numbers and practical examples of participation
* Evidence of creative and meaningful community engagement and participation.
 | 10 |  |

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| **3. How will your festival help people within your community through volunteering opportunities?**Detail on volunteer recruitment and retention including:* Plan for recruitment (including target numbers)
* Training schedule for volunteers
* Detail on retention of volunteers post event

Will volunteers and organisers be able to: * Develop their personal confidence
* Create new connections with other people and organisations
* Gain new skills and/or qualifications (relevant to arts, culture, community activity or employment)
 | 10 |  |
| **4. How will your festival enable your community to express and celebrate their cultural heritage?*** Detail regarding the cultural heritage of the community provided
* Illustration of how the proposed programme reflects this cultural heritage
* Is there the opportunity for the festival to create a greater understanding of the community’s cultural heritage?
 | 5 |  |
| **5. How will you ensure that hard to reach groups will engage with your festival as volunteers, participants and audience?*** Have they made suitable provisions to facilitate the engagement of the pan disability community
* Can they illustrate how they will secure the participation of other hard to reach groups including section 75 groups
 | 5 |  |
| **6. What management systems will you have in place in order to ensure that your festival is delivered safely and successfully and that your grant is administered appropriately?*** Demonstrate good governance and robust financial, health & safety and event management systems
* Outline reporting management processes and procedures
* Experience of successful delivering festivals or events of similar scale
* Identification of key personal as well as relevant expertise and experience
* Highlight track record of partnership working
* Are there any conflict of interest situations with regard to this application and how have these been managed and recorded?
 | 5 |  |
| **Q7. Outline the marketing plan for your festival** * Information on target audience profile and estimated numbers
* Proposed Marketing activities to be undertaken, when and by whom.
* Demonstration of creative marketing techniques and potential exploitation of partnership working
* Illustrate how the impact of the proposed marketing plan will be measured and evaluated

 | 10 |  |
| **Q8. How will your organisation contribute to the fulfilment of the NW Audience Development Plan?** * Can they illustrate how they will contribute to the fulfilment of the actions detailed with the NW Audience Development Plan?
* Will they effectively engage families over the next year?
* Will they effectively engage older people over the next year?
 | 5 |  |
| **9. Please outline how you will ensure that the required festival impact questionnaires are completed and submitted.*** Do they have a plan in place to ensure that the required surveys are completed and returned
* Have they detailed the dedicated resource to be allocated to this task
 | 5 |  |
| **10.Targeted Social Need - Super Output Areas*** The Project/Service proposed target areas/communities identified within the Northern Ireland Deprivation Measure.
 | 12 |  |
| * Select the Super Output Area/s - Urban/Rural/Mixed Urban & Rural which relate to your project/event
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| **11. Festival Costs*** Do the Festival/Event costs relate to the Festival/ event description?

 * Has other funding been identified for the Project/Service

 * Has other funding for the Festival/Event been secured?

 * Is the breakdown of costs well defined and realistic?
* Is the amount required from Derry City and Strabane

District Council value for money and eligible?   | 5 |  |
| **Assessment Score** | **Max 92** |  |

# **Derry City and Strabane District Council – Community Festivals Fund 2024-25**

# **Scoring Matrix**

**Ref No:** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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| Declaration of Interest by: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Total Eligible Costs to be funded:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Assessment Officers \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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 Overall Score:  **Date:** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**Total Score Given**: ­­­­­­ **Threshold %** **Total Eligible Funding:** **£**   |