

# Commercial Entertainment Capital Grant Scheme (CECGS)

## Frequently Asked Questions

PLEASE READ THE FOLLOWING CAREFULLY BEFORE STARTING YOUR APPLICATION.

### When can I apply for the Commercial Entertainment Capital Grant Scheme?

The **Commercial Entertainment Capital Grant Scheme** will open for applications from 1pm on 14 October 2021 and will close at 1pm on 28 October 2021, or when the fund is exhausted, whenever is earlier. A business may make one application only under this scheme.

### What are the criteria for qualifying for the Commercial Entertainment Capital Grant Scheme?

- This scheme will be open to commercial businesses that operate in the arts and culture sectors including music, entertainment, live performance, drama, commercial classes in the arts.
- These businesses must have had a VAT-exclusive turnover in the arts and culture sector of €50,000 or more in 2019.
- Businesses whether sole traders, partnerships or incorporated entities that operate from a stated premises that is not a domestic dwelling and which is frequented by audiences, classes or the public in general may apply. Therefore businesses must be operating from a rateable premises.
- Business types eligible for funding under this scheme include businesses operating in the arts sector as defined by the Arts Act 2003, that is:  
""arts" means any creative or interpretative expression (whether traditional or contemporary) in whatever form, and includes, in particular, visual arts, theatre, literature, music, dance, opera, film, circus and architecture, and includes any medium when used for those purposes".
- Businesses must be tax compliant

The scheme operates on a self-assessment basis. **Businesses are required to retain all evidence and documentation which supports the basis for making a claim under the scheme as this may be requested by the Department of Tourism, Culture, Arts, Gaeltacht, Sport and Media (D/TCAGSM) under future eligibility checks.**

The D/TCAGSM will arrange to carry out spot-checks to ensure compliance with the qualifying criteria and for auditing purposes.

### **What businesses are not eligible to apply?**

The following businesses will not be eligible:

- Businesses that do not operate from premises that is open to members of the public.
- Businesses with VAT-exclusive turnover of less than €50,000 (only turnover in relation to activity within the arts sector will be considered relevant turnover for this scheme).
- Businesses that do not intend to resume trading after COVID-19 restrictions have been lifted.
- retail businesses eg arts & craft shops, etc
- Registered charities, Not for Profit Organisations (NFP).

### **If my Business is eligible, will I get a payment?**

This scheme will operate with a limited fund of €5 million – eligibility does not guarantee the offer of a grant. Applications will be considered strictly by order of date and time of receipt by the Department.

### **My application has been approved and I am to receive a payment - How soon will I get my payment?**

An email will issue, advising you of the outcome of your application. This email will detail the expected time it will take for payment to issue.

### **How much will I receive?**

Support will be offered by way of a single once-off payment to the value of 5% of the VAT-exclusive turnover of the arts and culture activity of the business in 2019, up to a maximum award of €25,000.

### **How will the grant be paid?**

The grant will be paid to the business' bank account by Electronic Funds Transfer (EFT), using the details submitted on the application form.

### **What can I use the payment for?**

Funding will be offered for capital projects and works that respond to the challenges associated with COVID-19 and that support the recovery of the creative, cultural, entertainment and events sector. Funding up to €25,000 will be offered to facilitate capital works that assist organisations in reopening and continuing to operate safely for staff, classes and audiences.

### **What is eligible for funding?**

The following activities/works are eligible for funding:-

- Installation of outdoor performance and audience facilities
- Weather protection for outdoor facilities
- Installation or modification of ventilation systems
- Modification works to improve ventilation
- Modification to premises to improve the safety of staff & customers

- Installation of facilities/structures that assist in crowd management or stewarding
- Security and Health and Safety equipment in accordance with the [Work Safely Protocol](#)
- Staging / Streaming equipment

\* Please note eligible capital expenditure above can be claimed from **12 March 2020**

### What is not eligible for funding?

The following are not eligible for funding:-

- Purchase of lands or buildings
- Insurance
- Legal fees
- Personal IT equipment, PCs, Macs and associated software packages
- Musical instruments
- Vehicles
- Consumables
- Annual Maintenance contracts
- Rent
- Other ongoing or routine costs

### Should I retain the relevant documentation as evidence of the qualifying expenditure?

Yes, as set out in the Guidelines, the scheme operates on a self-assessment basis.

**Businesses are required to retain all evidence and documentation which supports the basis for making a claim under the scheme as this may be requested by the Department of Tourism, Culture, Arts, Gaeltacht, Sport and Media (D/TCAGSM) under future eligibility checks.**

The D/TCAGSM will arrange to carry out spot-checks to ensure compliance with the qualifying criteria and for auditing purposes.

### How do I apply?

Please read the [Commercial Entertainment Capital Grant Scheme](#) Guidelines before starting your application. The application form for this scheme will be made available on the department's website at 1pm on 14 October 2021. Click on the "Start New Application" button and complete the form. In submitting the application, the applicant will be confirming that the application being made meets the criteria set out in the Guidelines for the Scheme.

### What is my TCAN (Tax Clearance Access Number)?

In order to allow us to check your tax clearance status you must provide a Tax Clearance Access Number (TCAN) along with your Tax ID (requested in an earlier field). Your TCAN is provided upon successful application for Tax Clearance from Revenue. The Department

must be able to verify the tax clearance status of all successful applicants in order to make payment to them. Your TCAN is not the same number as your Tax ID.

### Will my details be published if I receive a grant?

Details of individual awards may be published on the Department's website including, the name of the grantee, county in which the beneficiary is located and the grant amount.

### What is the closing date for this scheme?

The closing date for receipt of applications is **1pm on Thursday 28 October 2021**. The Scheme may close earlier if funding is exhausted.

This scheme will operate with a limited fund of €5 million. Applications will be considered strictly by order of date and time of receipt by the Department.

### What documents will I need to upload with my application?

Businesses must upload the following:-

1. Auditor's Certificate/Letter signed by an Accountant

This must **clearly** confirm the following:

- VAT-Exclusive Turnover for 2019. While your business may have turnover relating to other sectors, **only turnover in relation to activity within the arts sector is considered relevant turnover for this scheme.**
- Confirmation that your average monthly turnover was no more than 25% of the average monthly turnover for 2019 for any consecutive six months during the period 12 March - 2020 – 30 September 2021.
- Confirmation that the company operates in the Arts and Culture sector.
- Confirmation that the company operates from a rateable premises which is ordinarily frequented by audiences, classes or the public in general.

This document must be uploaded as part of your application. Your application cannot be considered unless this document has been completed in full and uploaded. **Accounts will not be accepted.**

### How do I sign the form?

A typed signature should be provided where indicated on the last page of the application form.

### If I am not happy with the decision regarding my application, can I appeal?

Yes, an appeal may be made by a business if the applicant considers that the process for reviewing their application was not adhered to. The business must be in receipt of a decision email from the Commercial Entertainment Capital Grant Scheme Team in order to make an appeal. An appeal must be made within 5 working days of the date on the decision email. Further information in relation to the Commercial Entertainment Capital Grant Scheme appeals process can be found [here](#).

**Who can I contact in relation to this scheme?**

All queries can be emailed to [CECGS@tcagsm.gov.ie](mailto:CECGS@tcagsm.gov.ie) If you have an application number, please remember to include this in all correspondence. **Please also note that this FAQ document may be updated from time to time.**