



## Small Grants Programme Event Confirmation Template

Please confirm your programme information so that we can arrange for an Arts Council representative to visit your programme. We will confirm with you before we visit.

<b>Reference number:</b> ACNI/
<b>Name of organisation:</b>
<b>Name of project:</b>

Day/Month/Year	Time (from:to)	Venue	Event title	Event description

Please return to: Small Grants Programme, Arts Council of Northern Ireland, Linen Hill House, 23 Linenhall Street, Lisburn, BT28 1FJ

Download form from website <http://artscouncil-ni.org/funding/scheme/small-grants-programme>



## Small Grants Programme Event Confirmation Template (Example)

Please confirm your programme information so that we can arrange for an Arts Council representative to visit your programme. We will confirm with you before we visit.

<b>Reference number:</b>	ACNI/XXXX
<b>Name of organisation:</b>	Raven Arts Group
<b>Name of project:</b>	Songs for Summer

<b>Day/Month/Year</b>	<b>Time (from:to)</b>	<b>Venue</b>	<b>Event title</b>	<b>Event description</b>
<i>1<sup>st</sup> June 2010</i>	<i>10am-12:30pm</i>	<i>Raven Community Hall, Belfast</i>	<i>Launch and registration for song and composition programme</i>	<i>Event launch for community and media.</i>
<i>Daily 12<sup>th</sup>/June/ – 12<sup>th</sup> August 2010  (excluding week of 12<sup>th</sup> July)</i>	<i>10am-12:30pm</i>	<i>Raven Community Hall, Belfast</i>	<i>Music Workshops</i>	<i>Song and composition classes for adults.</i>
<i>13<sup>th</sup> August 2010</i>	<i>7pm – 8pm</i>	<i>Raven Community Hall, Belfast</i>	<i>Concert showcase</i>	<i>Concert by participants for family, invited guests and media.</i>

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