

Tivoli Space Open Call Proposal Application

Questions below are for reference purposes only. All applications must be made through the online application form: [Tivoli Space Open Call Proposal Application – Fill out form](#)

The Tivoli Space on Francis Street offers a unique opportunity for artists, cultural practitioners, and community-focused groups to shape a new cultural landmark in the heart of The Liberties in Dublin 8.

Staycity Group invites proposals from not-for-profit groups, collectives, arts organisations, and community-focused organisations for the cultural, creative, and community use of the internal Tivoli Space – a 353 m² white-box unit on the grounds of Staycity Aparthotels, Francis Street, Dublin 8. This heavily subsidised opportunity is open to those that meet the stated eligibility criteria included in the guidelines: <https://www.staycity.com/tivoli-space-open-call>

All of the following sections must be answered in the online form.

Section 1: Contact Information

Name of applicant(s):

Email address:

Phone number:

Address:

Website:

Social media handles:

Section 2: Lead Applicant(s) and Organisation Information

Please provide a brief biography for each lead applicant

Maximum 250 words (approx. 1,500 characters) per person

Lead Applicant biography 1

Lead Applicant biography 2 (if applicable)

Additional applicants (if applicable)

Organisation

Please provide a brief description of your organisation.

Maximum 250 words (approx. 1,500 characters)

Please provide your Registered Charity Number – if not applicable, please explain.

Section 3: Vision and Programme Plan

Q1. Describe your vision for the Tivoli Space, including an indicative three-year programme of activities.

Maximum 650 words (approx. 4,000 characters)

Section 4: Engagement Strategy

Q2. Explain how your proposed programme will balance creative, cultural, and community use of the space. Refer to your three-year plan and include examples of target audiences and demographics.

Maximum 500 words (approx. 3,000 characters)

Section 5: Measuring Impact

Q3. What metrics will you employ to measure effectiveness and impact? Please reference social impact, cultural impact and community impact.

Maximum 500 word (approx. 3,000 characters)

Section 6: Management Capacity and Operational Approach

Q4. Outline your capacity to manage a space of this scale. Please include reference to the following:

- Relevant experience and previous track record
- Key operational considerations (administration, maintenance, noise control, opening/closing procedures)
- Risk management (health & safety, security and insurance)

Maximum 500 words (approx. 3,000 characters)

Section 7: Funding and Financial Viability

Q5. Outline your funding approach to ensure the space operates sustainably. Include reference to the following:

- Current funding sources
- Potential funding sources (public/private/philanthropic)
- Funding history (public or private)
- Reliability of projected funding

Please note, financial statements (audited or unaudited accounts), governing documents and a detailed budget will be required from those that progress towards the second stage of this process.

Maximum 500 words (approx. 3,000 characters)

Section 8: Governance Structure

Q6. Describe your governance structure, including:

- Incorporation status and type
- What governing documents are in place i.e. Memorandum & Articles of Association constitution, trust deed, or rules
- Board members and their range of skill sets
- Current staff roles

Maximum 300 words (approx. 2,000 characters)

Section 9: Executive Summary

Q7. Summarise your full proposal, drawing on key points from the sections above.

Maximum 500 words (approx. 2,000 characters)

Reference

Please supply the name of a reference that can be contacted as part of the review of this application. By adding this information, you are confirming that they can be contacted directly.

Name:

Company:

Role:

Email address: