



Waterford City and County Council Decade of Commemorations Community Projects Funding 2022

APPLICATION FORM

Criteria and Guidelines

Waterford City and County Council, in association with the Decade of Centenaries Programme of the Department of Tourism, Culture, Arts, Gaeltacht, Sport and Media, wish to develop a programme of community projects to mark the Decade of Centenaries in 2022. Community funding will be available for local groups to play their part by developing a project to mark historical events in their local area.

What is the purpose of Waterford City and County Council's Decade of Centenaries Grant Scheme?

The fund is to be used to provide support to local and community organisers to develop projects or events that will commemorate the Decade of Centenaries: the Treaty; labour unrest; social changes; rebuilding infrastructure and lives; cultural and creative life of the 1920s; partition; local connections with the wider world during this period; new political representation at a local level and the Civil War.

COVID-19 Emergency Measures

All initiatives, events, and activities funded from this allocation must adhere to all of the public health advice and guidance, laid down by the HSE and the Government, with regard to the COVID-19 pandemic.

All proposals that involve public gatherings and associated outreach activities will continue to include a 'Plan B' option, which can be implemented if physical gatherings of people are restricted or not permitted at the time of the anticipated event. Applicants may be required to submit details of their

compliance with public health protective measures to the Commemorations Committee.

Consideration should continue to be given to projects that support alternative approaches to public engagement e.g. publications, brochures and leaflets, oral history, artwork, development of curated digital content, online exhibitions, podcasts, webinars, virtual tours, and other online outreach activities for people of all ages.

Themes

The Anglo-Irish Treaty – treaty debates and local responses

The Civil War and the impact on families; healing and reconnecting

The Foundation of the State – the establishment of new local and state agencies e.g. Garda Síochána, the handover of military barracks and the provision of services and infrastructure to the community

The Irish language

Partition – impact and local responses

The experiences of women in the foundation of the State

The experience of minority and border communities in Ireland

An exploration of the labour movement and issues of class and gender and the socio-economic impacts of the War of Independence and Civil War on individuals and families

Ireland and the wider world e.g. the admission of the Irish Free State into the League of Nations in September 1923; emigration and connections with the Irish diaspora

In order to be successful, projects must correspond with one or more of the following themes:

- **Historical** – Commemorating the historic events of the period 1913-1923 in the context of our history

- **Community**- involving the local community and community groups and showcasing the history of the local community and its part in the wider national events. Remembering local legacies, personalities, places, events, and themes that have particular significance within counties, parishes, and communities.
- **Creative Imagination** – engaging with history in an imaginative, artistic and inclusive way. What were the artistic responses of local writers and artists to their experiences during this period?
- All projects should be a **respectful, sensitive, and non-partisan** remembrance of all of those who suffered and died during the period from 1922-1923. Due to the sensitive nature of this turbulent time in our history we ask organisers to be respectful to the potential sensitivities of some events that will be commemorated and to have a non partisan, respectful and inclusive approach.

Criteria

The following must be demonstrated:

- The extent to which the proposed initiative connects with the events of the Decade of Centenaries
- The anticipated target audience (e.g. school groups; active retirement groups; local community etc)
- The cost of executing the proposed project
- Any additional supports and funding that may be required and have been secured from relevant stakeholders
- The feasibility of project completion within the timeframe allocated
- That the event will be respectful, sensitive and non-partisan

What Fund amounts are available?

There are two fund amount options:

1. Up to a maximum of €1,000 for a project
2. Up to a maximum of €2,000 for a larger scale project

Please note there is no guarantee of a maximum grant payment for a project.

Funding will be directly related to the project's relevance to the above themes. Waterford City and County Council's "Commemorations Steering Group" will evaluate each application.

Who is eligible to apply?

To be eligible for funding, the project must be based in Waterford City or County and take place **before Friday 21st October 2022**.

Projects should emphasise the following:

- Enhance the knowledge of this period of history in the area
- Be mindful of the sensitivities involved with commemorating such a turbulent part of our history and be respectful in tone, be accessible to diverse audiences and participants and be inclusive in theme and approach
- Be focused on developing strong links with the community
- Demonstrate a capacity to deliver i.e. the community organiser(s) must provide evidence of and have a clear plan for delivering the project
- Have the capability to promote the project and provide a potential for media coverage
- Be either a new project which will take place in 2022 or be an addition to an existing project which is being expanded to celebrate the Decade of Centenaries
- That the proposal is designed on a realistic financial basis, providing good value for money and that all funding will be used only in accordance with the terms and criteria of the grant as set out in the Guideines and Criteria
- That the proposed event/project will be completed and the request for drawdown of grant submitted by Friday 21st October 2022, funding not claimed by this date will be lost.

There is no guarantee of funding for projects which achieve the minimum eligibility criteria. The fund is limited and eligible applications will be evaluated on a competitive basis.

What items and expenses are excluded from the fund?

- Provision or maintenance of memorials, plaques, busts or statues;
- Expenditure on financial consultancy fees, wages and salaries of consultants, fines, penalty payments, legal cost, audit fees, and alcoholic beverages
- Hiring or purchase of replica weapons or uniforms;
- Production of commemorative medals or pins;
- Administration or other activities unrelated to the broad thematic strands of the State Decade of Centenaries Programme for 2022; and
- Commercial activities.

How do I apply?

You should apply directly to Waterford City and County Council. Only completed submissions received via the approved application form will be considered. The completed form must be **e-mailed by 4.00 p.m. on Monday 28th February 2022** to archivist@waterfordcouncil.ie.

How will I know if my group has been successful?

Successful applicants will receive a Letter of Offer. This letter will form the contract between Waterford City and County Council and the organiser and will detail all conditions and requirements.

If holding an event Groups will be required to have adequate insurance cover for the event and Waterford City and County Council shall be indemnified on the policy to the value of €6.5million. All events must adhere to all public health advice and guidance, laid down by the HSE and the Government, with regard to the COVID-19 pandemic.

A list of successful applicants will be published on Waterford City and County Council website stating the name of the group and proposed project.

If I am successful how do I draw down the Fund?

Successful applicants will be required to submit an Project Progress Report by Friday 29th July and a Final Project Report on completion of the project.

In order to receive the payment, the successful applicant must complete a short **Project Report Form** (to be supplied by the Waterford City and County Council) and provide the following:

- Progress Report – should include evidence that the project work has commenced and the project will meet the final deadline of 21st October 2022.
- Final Project Report – should provide evidence of the project and its accessibility to the public (e.g. a website; copy of publication or recorded material, high resolution images and/or copies of media report on the project)
- Invoices and Receipts for the full costs. **Grant payments will only be made on receipt of vouched expenditure and cannot be paid in advance**

The deadline for drawdown of funding is Friday 21st October 2022. Funding not claimed by the agreed deadline will be cancelled. If a successful project cannot proceed as planned please inform the Archivist at archivist@waterfordcouncil.ie without delay.

Acknowledgement

Once you have been notified that you have been successful in receiving funding, you must ensure that your project is promoted as part of this initiative and appropriate guidelines to support this will be included with the letter of offer.



Comhairle Cathrach & Contae Phort Láirge
Waterford City & County Council

Decade of Centenaries Fund for Communities

APPLICATION FORM

APPLICANT DETAILS	
Name of Community Group / Organisation	
Address of Community Group / Organisation Website:	
NAME AND CONTACT DETAILS OF THE PERSON DEALING WITH THE APPLICATION	
Name:	
Telephone:	
Email:	
DETAILS OF PROPOSED COMMUNITY PROJECT	
Name of Project:	
Dates:	
Location(s) (if relevant):	
Was the project held in previous year(s) ?	
How are you making your project available to the public? Are other groups involved? <i>Please list groups, clubs, and associations as appropriate. (If you have a listing please attach and include in your application).</i>	

How have you identified the target group for your project?	
How will you promote the project?	
State which (one or more) of the themes the project relates to and explain this relevance	
Capacity to deliver Please outline how you are going to develop the project. What structures are in place, who will oversee it etc.?	

BRIEFLY DESCRIBE YOUR PROJECT

Explain the rationale for the project and how it will support Waterford City and County Council's Commemorations.

(Keep to a maximum of 100 words)

Please give a breakdown of the project's expenditure	Description	Expenditure
Have you received or applied for other sources of public funding? Please circle as appropriate	Yes	No
If yes, please state the source and amount of funding.		

Incomplete forms will NOT be considered

Disclaimer – please read carefully

It will be a condition of any application for funding under the terms and conditions of the Waterford City and County Council – Commemorations Project that the applicant has read, understood and accepted the following:

1. Waterford City and County Council shall not be liable to the applicant or any other party, in respect of any loss, damage or costs of any nature arising directly or indirectly from:
 - a. The application or the subject matter of the application.
 - b. The rejection for any reason of any application.
2. Waterford City and County Council shall not be held responsible or liable, at any time in any circumstances, in relation to any matter whatsoever arising in connection with the administration of activities.
3. In accepting the offer of a grant, applicants undertake to ensure that they have obtained all necessary approvals, permissions, licences or consents.
4. By submitting an application, applicants agree to the processing and disclosure of the applicant's information by Waterford City and County Council, and to other third parties if required, for Fund administration, reporting, evaluation and audit purposes; and successful applicants further consent to the disclosure of this information (e.g. name of successful applicant, amount of award, project details, etc.) by these parties in connection with the marketing or promotion of the Fund. Waterford City and County Council and the Department of Tourism, Culture, Arts, Gaeltacht, Sport and Media, are parties to a Memorandum of Understanding which reflects the terms of the arrangement between the parties and all such parties agree to employ appropriate measures to keep applicants' data safe and secure; to prevent its unauthorized or accidental disclosure, access or alteration; and to ensure that personal data will be processed only in accordance with the relevant provisions of the Data Protection legislation.

Declaration of Applicant(s)

We have read and understood the information and criteria applicable to the Fund and agree to comply in full therewith. I/we certify that all information provided in this application, and all information given in any documentation submitted in support of the application is truthful and accurate and that I have not applied to any other city / county council for funding for this Project. *More than 1 group member must sign the application.*

Signed: _____ **Date:** _____

Name: (in block capitals):

Signed: _____ **Date:** _____

Name: (in block capitals):

On behalf of: (organisation's name):

The completed form must be e-mailed to archivist@waterfordcouncil.ie

Please ensure you have read the Criteria and Guidelines and completed the form in full before submitting your application.

Advice on the fund and application process is available through the Waterford Archive/Heritage Office by contacting Joanne Rothwell at jrothwell@waterfordcouncil.ie or 058 21144; or Bernadette Guest at bguest@waterfordcouncil.ie or 051849668; and also through the PPN, by contacting Muriel Tobin at mtobin@waterfordcoco.ie or 0761 10 2198.