**Kilkenny County Council**

**Decade of Centenaries Grant Scheme 2021**

This initiative is supported by the Commemorations Unit of the Department of Tourism, Culture, Arts, Gaeltacht, Sport and Media under the 'Local Legacies 1921/2021’ Community Strand of the Decade of Centenaries Programme.

Applications are invited from heritage societies, local historians, communities and artists who wish to commemorate events which happened in County Kilkenny in 1921. The scheme encourages projects which recognise all of the dimensions of this period in our history - the military activity, the political context, and social, economic and cultural aspects and legacies. The aim of this commemorative funding is to ensure that events are remembered at community level in a respectful, measured and non-partisan manner. Projects by artists and creatives which interpret and respond creatively to this period in Kilkenny are also encouraged.

The terms of the scheme are in accordance with the guidance of the Expert Advisory Group on Centenary Commemorations.

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

We invite heritage societies, local historians, communities and artists etc., to make applications.

Application forms and details are available from the Heritage Office, Kilkenny County Council.

Email: sinead.dunphy@kilkennycoco.ie; Tel: 056-7794910

**Closing date for applications is 15th March 2021 at 5pm.**

## CONDITIONS OF FUNDING

1. Applications may only be made for projects relating to County Kilkenny.
2. Applications will be accepted on the official application form only.
3. Applications must be emailed to sinead.dunphy@kilkennycoco.ie. Files must be no larger than 10MB.
4. Closing date for applications is 15th March 2021 at 5pm.
5. Projects must be completed by Friday 21st October 2021.
6. The public engagement element of the project must be free of charge.

***Minimum Eligibility Requirements***

Please note that there are limits to the amount of funding available and not all applications may be successful. To be eligible for funding the proposal must demonstrate that it meets the following minimum requirements:

* Makes a positive contribution to the Kilkenny Commemorative programme
* Meets with the key principles of the [‘Decade of Centenaries Second Phase Guidance 2018–2023’](https://www.decadeofcentenaries.com/wp-content/uploads/2019/01/Second_Principles_Screen.pdf), and at least one of the following eight strands: (further details on each of the strands in Appendix A)
1. Community-led commemoration and reflection
2. Respectful, sensitive and non-partisan remembrance of all of those who suffered and died during the period from 1921-1923
3. The Partitioning of Ireland
4. Ireland and the Wider World
5. Experiences of women
6. Establishing a New Order
7. A Changing Society during this period
* Projects developed by artists and creative practitioners are open to all arts forms
* Projects should be community focused and maximise community and citizen engagement
* Themes and subject matters should be inclusive and the approach can be diverse
* Designed on a realistic financial basis and provides good value for money
* If successful, each applicant must have in place adequate Insurance cover for the project, as appropriate;
* Proof that the project will 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 need to include both a ‘Plan A’ and ‘Plan B’ option; Plan A outlines how the project will be implemented if physical gatherings of people are restricted or not permitted at the time of the anticipated event, and Plan B outlines how the project will be implemented where some physical gatherings of people are permitted.
* The proposed project will be completed and the request for drawdown of grant submitted by **Friday 21st October, 2021,** unless otherwise agreed.

**Additional Requirements**

1. All recipients of grant assistance under the Decade of Centenaries scheme for projects involving children or young people must provide evidence of appropriate policies in place as regards Child Protection.
2. Kilkenny County Council will require evidence that the appropriate insurance policies and Health and Safety Procedures are in place.
3. Grant aid provided by Kilkenny County Council for Decade of Centenaries projects must be acknowledged in all publicity material associated with the project. The Department of Tourism, Culture, Arts, Gaeltacht, Sport and Media must also be acknowledged. All successful applications will receive a copy of all logos to be used in all documentation and advertising of the successful projects.
4. Kilkenny County Council reserves the right to publicise the awarding of the Decade of Centenaries project awards and progress updates, as required. Successful candidates agree to provide permission to Kilkenny County Council to share project images / films on their website and websites of funding partners.
5. All grant recipients will be required to submit a summary report of the project/event/initiative funded, and will furthermore be required to clearly show that they have acknowledged the association of the event /initiative with the Decade of Centenaries Programme 2012-2023. Full details of all reporting and branding requirements will be set out in the letter of offer for successful applicants. The report will require, for example, details of attendance and participation; a break-down of expenditure, and the provision of three high quality photographs and or film footage that can be used by Kilkenny County Council and/or the Department of Tourism, Culture, Arts, Gaeltacht, Sport and Media.
6. In accepting the offer of a grant for your project, you undertake to ensure that you have obtained all necessary approvals, permissions, licences or consents.
7. Payment of the award will not be made for activities in retrospect.
8. Applications may be accompanied by supporting material from previous projects, exhibitions etc, with dates, venues, CV's of artists etc, as appropriate.

While the purpose of the Kilkenny Commemoration Grant Scheme 2021 is for the support of commemorations relating to the year 1921, it will also allow for advance planning of commemorative initiatives which will take place 2022, as appropriate.

**PARTICULARS OF FUNDING:**

*How much funding will be awarded per successful application?*

Fund amounts granted will not generally exceed €7,500 for any individual project and it is envisaged that most applications will be for projects that range in cost from a few hundred euro to a few thousand.

***How will the decision on funding be made?***

Decisions will be taken on a number of grounds, including the following selection criteria:

* The extent to which the proposed project addresses people, events and life in Kilkenny during the War of Independence and/or Civil War
* The extent to which the proposal meets with the principles of the [‘Decade of Centenaries Second Phase Guidance 2018–2023’](https://www.decadeofcentenaries.com/wp-content/uploads/2019/01/Second_Principles_Screen.pdf) and at least one of the eight strands particular to this funding scheme (see Appendix A)
* The extent to which the proposed project maximises community/citizen engagement as well as inclusivity and diversity in approach
* The cost of the proposed project and its feasibility.
* In addition to the above, creative/artistic projects will also be assessed on their artistic merit

Please note that there is no guarantee of funding for projects that nonetheless may have achieved the minimum criteria. The funding available is limited and eligible applications will be evaluated on a competitive basis, including amongst other factors, the selection criteria outlined above.

***What items and expenses are ineligible?***

* Provision of memorials, plaques, busts or statues
* Hiring or purchase of replica weapons or uniforms
* Production of commemorative medals or pins
* Publications
* Any proposal where it is determined that the main beneficiary would be a private entity
* In general, the cost of items for resale are ineligible
* Administration fees (other than those directly related to the project), legal cost, audit fees, insurance costs

***If successful how is the grant to be drawn down?***

Payment will only be made after the project is completed, save the following exception: {*given the nature of some events advance funding may be necessary and Kilkenny County Council will decide on this matter on a case by case basis*}.

In order to receive full payment, the successful applicant must provide the following:

* Evidence that the project has taken place. This must include:
	+ A summary report.
	+ At least three high resolution photographs and/or videographic evidence, including a signed disclaimer, confirming that they can be used by Kilkenny County Council and/or the Department of Tourism, Culture, Arts, Gaeltacht, Sport, in print or digital platforms for promotions associated with the grant
* Receipts/Invoices for all items and a full breakdown of all costs incurred.

The letter of offer from Kilkenny County Council will set out these and all other specific requirements, which will include quantitative data on attendance and participation numbers; expenditure breakdown, promotion of the project/initiative, etc.

**Terms of Funding:**

*Outcome on evaluation of applications*

Successful applicants will receive a letter of offer by email. This letter will form the contract between Kilkenny County Council and the organiser and will detail all conditions and requirements. A list of successful applicants will be published on Kilkenny County Council’s website stating the name and details of the project taking place.

*Promotion*

Successful applicants must acknowledge the association of their project with the Decade of Centenaries Programme 2012-2023 and Kilkenny County Council in all promotional activities and digital communications. The Kilkenny County Council logo must be used in a prominent place on all materials produced in relation to the project. Where social media platforms are engaged prior, during or after the event, Kilkenny County Council should be tagged and referenced as the event sponsor. The letter of offer will set out the precise logos to be utilised on all publicity, press and marketing material produced in connection with the project.

*Submission of Proposed Projects*

Applications must be emailed to sinead.dunphy@kilkennycoco.ie by 15th March 2021 at 5pm. Please note that information supplied is subject to the Freedom of Information Act.

*Data Protection*

Please note that personal information is collected by Kilkenny County Council in the carrying out of its functions with regard to commemorative activity. Legally the Local Authority can process this information as it has been obtained with your consent and it is necessary in order to comply with requirements. The protection of your personal data is a key priority for the Council and your data will be processed in line with the Council’s Data Protectio Policy which is available at <https://www.kilkennycoco.ie/eng/Your_Council/Data-Protection/#:~:text=Our%20Data%20Protection%20Policy,and%20lawful%20purpose(s)>.

*Child Protection*

It is the policy of Kilkenny County Council that applicants proposing activities involving children or young people must supply an up to date Child Protection Policy. Failure to submit a valid document or submission of a partial document will render the application invalid.

*COVID 19*

All initiatives 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. This includes compliance with the following COVID 19 requirements:

1. The Government’s *Resilience and Recovery 2020-2021 – Plan for Living with COVID-19;*
2. The Government’s *Stay Safe Guidelines*;
3. The Government’s *Return to Work Safely Protocols;* and
4. The *Sectoral Guidance* from the Department of Tourism, Culture, Arts, Gaeltacht, Sport and Media.

**Advice Notes: MAKING YOUR APPLICATION**

* This scheme is an online process only and the sole address for applications is sinead.dunphy@kilkennycoco.ie please use “Kilkenny Decade of Centenaries Programme 2021” in the subject line of the email.
* Applications must comprise one PDF document only, which must be less than 10MB in size.
* All supporting material MUST be included in the PDF and attached to ONE email.
* Emails larger than 10MB will be rejected by our Firewall.
* On receipt of your application we will issue an acknowledgment of receipt.
* Note: As we have very strict security, we cannot download from external portals i.e. Google docs.
* LATE AND INCOMPLETE APPLICATIONS (SECTIONS NOT COMPLETED/ALL RELEVANT SUPPORTING MATERIALS NOT ENCLOSED) WILL BE INELIGIBLE.
* If you do not adhere to the above requirements your application will not be accepted for adjudication
* Late applications will not be processed and retrospective applications will not be considered.

**REMEMBER TO:**

* Label all material included.
* Allow sufficient time for completion, merging files and emailing of application before the closing date.
* Ensure all online supporting material opens/ works/ is easily accessed. If supporting material does not open/ work it is deemed ineligible. We will not be checking this on submission, this is the sole responsibility of the applicant.

**Appendix A**

**Themes of the Decade of Centenaries Programme from 2021 - 2023**

The broad themes for the period of commemorations are outlined below. These themes are underpinned by the principles and guidance from the Expert Advisory Group on Centenary Commemorations. They are intended to support our partners in developing their initiatives and projects and encourage a level of consistency in our approach to programme development while still allowing flexibility, community-led and creative interpretations.

1. Community-led commemoration and reflection; Remembering local legacies, personalities, places, events and themes that have particular significance within counties, parishes and communities.
2. Respectful, sensitive and non-partisan remembrance of all of those who suffered and died during the period 1921-1923.
3. The Partitioning of Ireland – Exploration of the impact and legacy of the events that occurred during this period on communities living along the newly established border and further afield.
4. Ireland and the Wider World – Exploration of the international dimension, including local connections, emigration, and the role of the Irish Diaspora in the events that occurred during the revolutionary period. Exploring the evolution of all-island institutions following partition.
5. Experiences of women - Exploration of the experiences of women during this period and their contribution to the events that occurred, including their changing role in society.
6. Experiences of children and families - Exploration of the experiences of children and families during this period.
7. Establishing a New Order –
* Exploring the significance of local government reform and the evolution of new political and administrative structures at national and local level;
* Including establishment of the various institutions of the Irish Free State (including Civil Service, the Defence Forces, An Garda Síochána, judiciary, and courts services);
* Development of new infrastructure (transportation, communications, postal services); and
* Continuing the parliamentary tradition - Elections during this period – the prominent personalities and local issues associated with the 1920 local elections and also, the 1922 and 1923 general elections.
1. A Changing Society during this period, including;
* The labour movement and civil disobedience
* Popular social, cultural and civic movements
* Social class and gender
* The Irish language
* The Land Question
* The significance of sport in communities during this period
* The humanitarian response during the Struggle for Independence and the Civil War, and
* Innovation and developments in the fields of agriculture, industry, science, commerce, health, medicine, and education.
1. Creative thinking and the arts – poetry, literature, music, theatre and other art forms, 1921 - 1923



**Kilkenny County Council**

# **Decade of Centenaries Grant Scheme 2021**

## APPLICATION FORM

**Please read Guidelines and Criteria before submitting application.**

**CLOSING DATE: 5pm on March 15th 2021**

**1.0 Applicant Details**

# Name of Applicant: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Organisation (*if applicable*) \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Name and Title of contact person (for payment purposes):

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Tel: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ E-Mail\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Website: (if applicable) \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Address: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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**2.0 Project Details**

**Title of proposed project**

**Description of the project (circa 200 words) setting out how it commemorates events, people or life in Kilkenny during 1921**. Please note it is intended that this description will be used online for promotional purposes and all details, including date, venue and time, as applicable, must be as precise as possible:

**Location of project** (i.e. townland; nearest village/town)

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Precise Date(s) of project?** Please note that these dates will be promoted online.

Commencement date \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Completion date \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**To which of the following does the Project relate to:**

|  |  |  |
| --- | --- | --- |
|  **STRAND** | **NAME** | *Please tick* |
| **1** | Community led commemoration |  |
| **2** | Respectful non-partisan remembrance |  |
| **3** | Partitioning of Ireland |  |
| **4** | Ireland and the wider world  |  |
| **5** | Experiences of women |  |
| **6** | Establishing a new order  |  |
| **7** | A changing society  |  |
| **8** | Creative thinking and the arts  |  |

**Please state the type of project,** e.g. lecture, exhibition, video etc

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Please provide details of the target audience and numbers** (e.g. children, families, communities etc):

**Financial information**

###### **COSTS** Please provide a detailed breakdown of costs. Where relevant, please supply quotes or tenders if available. Please note that receipts (marked paid) are required on completion of the project.

|  |  |
| --- | --- |
| **ITEM** (e.g., printing, marketing, services, etc) | **ESTIMATED COST (€)** |
|  |  |
|  |  |
|  |  |
|  |  |
|  |  |
|  |  |
| TOTAL ESTIMATED COST |  |

**INCOME** Please provide a detailed breakdown of all income sources, if any:

|  |  |
| --- | --- |
| **ITEM** (e.g. sponsorship, own resources, other funding sources) | **ESTIMATED INCOME (€)** |
|  |  |
|  |  |
|  |  |
| TOTAL ESTIMATED INCOME |  |

**TOTAL AMOUNT SOUGHT FROM KILKENNY COUNTY COUNCIL:** €\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**If a shortfall occurs, how do you propose to fund the shortfall for the project?**

**Has this project received or applied for other sources of funding? Yes**\_\_\_\_ **No** \_\_\_\_

If yes, please state the source and amount of funding:

Please note that no double funding from Kilkenny County Council is allowed.

**PROMOTION**

Please indicate how the project will be promoted, i.e. brochures, posters, radio, facebook, Instagram, twitter, newspaper, etc.:

**Please provide details of your experience in delivering projects of this nature**

**APPLICANT STATEMENT**

I have completed all relevant sections of this application form and confirm that all information provided is accurate. I am aware of the Council’s Guidelines for assistance.

Name (printed): \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Signature: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 Please email completed forms to sinead.dunphy@kilkennycoco.ie 15th March 2021 at 5pm

**Would you like to be kept informed by email of upcoming heritage events, news and information, including details of events commemorating 1921-1923 in County Kilkenny?**

If yes, please enter your email address here:

**\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**