

# Irish World Grants Programme for local publications/speakers

## Guidance Notes

### *1. Purpose of programme*

As a registered charity, Irish World promotes the work of local history and cultural groups in Tyrone and Fermanagh. Specifically, it aims to provide small grants to assist the publication of materials, or the presentation of talks or lectures, within the ambits of local history and wider cultural studies that will be of interest to a wide audience.

### *2. Amount of grant-aid*

Individual grants will be up to £500 for local publications and up to £200 for assistance with programmes of talks or lectures. No award will be made to the same group or organisation more than once in a three year period.

### *3. Who is eligible?*

Local history and cultural societies; genealogy groups; community associations; archaeological groups; sporting clubs. Any such group must be properly constituted, with a constitution or articles of association, bank-account, list of directors etc. *Please note that individuals will not be eligible.*

### *4. What type of project is eligible?*

Any publication dealing with local history and culture in the widest sense and also any programme of talks or lectures in a similar vein. Examples of topics include family-history, archaeology, place-names, parish and/or club history, local poetry and/or prose, past and current. The term 'Publication' can encompass numerous formats - traditional-type book, DVD, CD, or E-book. Applications will be particularly welcome for original publications, as opposed to periodicals/regular journals. However, it is possible that a case can be made for the re-publication, or a revised edition, of an existing publication. Where applicable, an application should acknowledge any existing research or extant previous works in this field. Unfortunately, Irish World is unable to help every group which applies for a grant, even though the application falls within acceptable criteria.

### *5. Area of coverage*

Applications are welcome from the counties of Tyrone and Fermanagh.

### *6. Mechanism for grants*

Grants will be paid retrospectively - i.e. subsequent to publication or the talks/lectures - although grant-approvals will be notified earlier, typically three months after the closing date. Any grant-approval will be dependent on receipts, accounts and invoices etc. being produced and completed. Irish World will need to be satisfied that all matters of costing and payment have been properly processed and are transparent. It will also need to be clear that all other required/projected funding is in place.

### *7. Payment process*

Payment will be by electronic transfer or company cheque.

### *8. Time-table*

The grants-programme is open throughout the year, and applications are welcome at any time. New applications will be assessed by trustees every two months. Any project (i.e. publication or series of talks or lectures) should be completed within six months of grant-approval.

### *9. Publicising the programme*

The programme will be publicised via articles in local newspapers and local history news-letters, as well as on radio and/or television programmes aimed at the target audience. Information will also be posted on appropriate listings and/or websites of charitable donors and also via Irish World's own website.

### *10. Assessing Applications*

Applications will be assessed on how well they set out the aims and objectives of the proposed publication or talks/lectures. The judging panel will carefully consider the information provided, focussing especially on a number of guidelines. Examples of these guidelines are included hereunder, and applicants should demonstrate how they will meet these. Each assessor will score independently, with the result being the combined totals, and all decisions reached by Irish World will be final. Notification of outcomes will be by formal letter. Please note that, as in all such matters, canvassing will disqualify.

### *11. Sample guidelines*

Applicants should demonstrate how their publication or talks/lectures-:

- 1. contributes to the body of local knowledge*
- 2. is accessible to the local community*
- 3. celebrates local history and culture*
- 4. enables the local community to reflect its own sense of worth and place*

### *12. Acknowledgement*

Irish World expects all grants to be acknowledged publicly by the beneficiary in any news-features, press-releases or other form of publicity associated with the project. Irish World should also be acknowledged in writing in the actual publication or programme of talks/lectures. Irish World would also plan to use photos and any other publicity materials to promote the grants-programme in the press and media.