**CORK CITY COUNCIL 2019**

**LOCAL HERITAGE PUBLICATION GRANT SCHEME**

Applications are sought by Cork City Council, for the Local Heritage Publication Grant Scheme 2019.This grant scheme is an action from the Cork City Heritage Plan 2015 – 2020 which outlines the aims and objectives of Cork City Council with respect to Heritage. Grant aid is distributed in accordance with these aims and objectives. For the purpose of these grant schemes **Heritage is deemed to include Archaeology, Built Heritage, Natural Heritage and Cultural Heritage.**

 **Local Heritage Publication Grant Scheme**

**Funding of a maximum of 90% of the total cost of the publication (not including voluntary labour) is available.** The local heritage publication grants scheme has funding of between €1000 and €4000 per publication grant. A total of up to €12,000 will be available for this grant scheme.

This grant scheme is aimed at supporting the publication and printing of high quality books on local heritage topics which raise awareness and appreciation of local heritage in Cork City. The heritage topics should be of local heritage significance which have never covered before, or have a unique or innovative perspective. Innovation can include taking a fresh approach to addressing a particular topic, drawing attention to a little known field of heritage and creating alliances of unusual project partners. This grant scheme is a competitive process and priority will be give to publications from local historians, heritage and community groups and non-profit organizations. Consideration will be given to publications from academic institutions and research students provided the local heritage interest is clearly demonstrated. Low priority projects include printing leaflets, periodicals, conference proceedings, sports, tourism or promotional publications. The publication of theses will not be considered.

**The closing date for submission of applications is 5pm on Friday the 8th of February 2019.**

**LOCAL HERITAGE PUBLICATION GRANT SCHEME CRITERA**

* **Funding of a maximum of 90% of the total cost of the publication (not including voluntary labour) to a maximum of €4000 is available**
* Applications shall be accompanied by a draft of the completed text as well as a sample of the intended illustrations and photographs so it is clear what is being proposed. The proposed publication should be nearly print ready as the book must be completed by the end of the year
* Publications must refer to topics relevant to Cork City Council’s administrative area and must be clearly Heritage related.
* .Applications should be accompanied with details of how the book is to be financed ie matching funding and efforts to secure other sources of income. Where applicable details of funding from other sections from Cork City Council must be outlined. In addition details on intended number of copies produced, distribution plan, estimated sales, recommended retail price, projected profits etc shall also be submitted
* Applicants shall secure 3 quotes for publishing and/or printing costs and shall submit details of selected printer and/ or publisher
* Applicants are encouraged to have the work peer reviewed
* Applications should be made by author or local heritage group not by a publisher or agent
* Cork City Council will accept no responsibility or liability for costs and expenses incurred as a direct or indirect consequence of the publication or statements in connection with the project/ publication to include without limitation statements in any books, publications or reports which are alleged to be plagiarism, libelous, offensive or defamatory.
* Priority will be given to applicants who participate in Heritage Week
* The applicant must publicise the publication e.g. press release, poster, walk, talk etc
* 2 copies of the publication will be made available to the Heritage Officer and 1 copy to Cork City Libraries, Local History section
* The support of Cork City Council for the project must be acknowledged. Wording and appropriate logo will be provided on acceptance of grant
* Applications must be submitted before the stated deadline and application form must be fully completed and signed.
* This grant cannot fund projects retrospectively.
* The project should link to an objective or action from the Cork City Heritage Plan 2015 – 2020

**All completed publications must be submitted to Cork City Council by Tuesday the 10th of December 2019.**

**Application Form**

* Applicants must complete all sections of the form and submit by the closing date of Friday the 8th of February 2019
* **The application form should ideally be sent in by email**
* Please complete in block capital letters using additional paper where required
* Application forms are available in Irish, on request

**Freedom of Information**

Applicants completing this form please note that information provided to Cork City Council may be disclosed in response to a request make under the Freedom of Information Act (1997 & 2003). However every effort will be made to protect confidentiality particularly in relation to commercially sensitive material.

**Further Information**

Contact: Niamh Twomey, Cork City Council, City Hall. Tel 021 4924018 or email heritage@corkcity.ie

**LOCAL HERITAGE PUBLICATION GRANT SCHEME APPLICATION FORM**

Author’s Name \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Applicant’s Name \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Address \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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

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

Telephone No \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Email \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Heritage Category (Please tick)

|  |  |  |  |
| --- | --- | --- | --- |
| Archaeology  |  | Natural Heritage  |  |
| Built Heritage |  | Cultural Heritage  |  |

If other please specify \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**PUBLICATION DESCRIPTION**

Please state what this grant support (max 200 words) will i.e. subject of book, local heritage interest and significance, geographically relevant, unique or innovative perspective. Please attached draft text and sample of illustrations

How does your project link to an objective or action from the Cork City Council Heritage Plan 2015-2020?

Please give a brief history and back ground information on applicant (max 200 words) i.e. familiarity with field of heritage, background research carried out, record of success in similar projects

Outline effort to seek advice on good practice? Has the publication been peer reviewed by a competent person? Have their comments been incorporated into the text? If not, why not?

How will your project will be communicated to the public e.g. exhibition, walk, talk, press release, poster

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

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

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

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

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

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

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

Please give details of intended number of copies to be produced, distribution plan, estimated sales, recommended retail price, projected profits etc

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

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

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

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

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

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

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

Will you be participating in Heritage Week? \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**FINANCIAL INFORMATION**

* Please indicate the project breakdown i.e. the total cost of the project, and what elements the grant will support e.g. printing, publishing, distribution
* Include 3 quotes and information on selected printer/publisher
* Applications should be accompanied with details of matching funding and efforts to secure other sources of income.
* Where applicable, details of funding from other sections from Cork City Council must be outlined.

|  |  |
| --- | --- |
| **PROJECT EXPENSES** | **AMOUNT** |
|  |  |
|  |  |
|  |  |
|  |  |
|  |  |
|  |  |
|  |  |
|  |  |
|  |  |
| **TOTAL COST OF PROJECTS** |  |
|  |  |
| **FUNDING FOR PROJECT** |  |
| **Funds from other Sources (give details of source and amount e.g. own resources, sponsorship, other grant etc)** |  |
|  |  |
|  |  |
|  |  |
|  |  |
| **Other funding from Cork City Council ( give detail of Dept and amount)** |  |
|  |  |
| **Grant amount requested** |  |

Please give details and put a monetary value on any voluntary contribution and unpaid work contributed to the project by yourself and members of your organisation

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

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

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

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

**APPLICANT AND GDPR STATEMENT**

Cork City Council is committed to fulfilling its obligations imposed by the Data Protection Acts 1988 to 2018 and the GDPR. Our privacy statement and data protection policy is available at <https://www.corkcity.ie/en/council-services/public-info/gdpr/>. We request that you read these as they contain important information about how we process personal data. I consent to the collection, processing and retention of the data provided by me to Cork City Council   for the purposes of adjudication of the heritage grants scheme and to inform you of further relevant heritage grant schemes and events

I have completed all relevant sections of this application form and confirm that all information provided is truthful and accurate

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

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

Position (if applicable): \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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

**Applications must be received by the closing date of 5pm on Friday the 8th of February 2019.**

Completed applications must be returned to:

The Heritage Officer,

Cork City Council,

City Hall,

Cork

Tel 021 4924018

Email heritage@corkcity.ie

Canvassing will disqualify