

Waterways Ireland Heritage Grants Programme 2017 Application Form

CLOSING DATE: January, 31 2017

SECTION 1: Contact Details	
Name of Group / Organisation/individual	
Contact Person	
Position in Group / Organisation	
Address	
Telephone	
Email	

SECTION 2: Group / Organisation Details	
When was the Group / Organisation formed?	
Aims of Group	
Details of Group Activities	
Website	

SECTION 3: Project Details

Briefly describe how the proposed project will benefit the heritage of the waterways

Who will be involved in the project

NOTE: *include individuals with relevant technical expertise, no. of volunteers engaged with the activity, etc*

Who will benefit from the project?

NOTE: *Please try and approximate numbers of people e.g. if a heritage talk what is the anticipated number of attendees. If an environmental initiative how many volunteers will be engaged, etc.*

**Commencement date
of project:**

End date of project:

Event Website (if applicable) _____

Event Facebook (if applicable) _____

Event Twitter (if applicable) _____

Event YouTube (if applicable) _____

SECTION 4: Ownership of land / building / object (if applicable)

Address:

Do you or your Group / Organisation rent the land/building/object:

Yes

No

Do you or your Group / Organisation own the land/building/object:

Yes

No

If No to either question, give details of the landlord/owner of the land/building/object:

Has the owner of the land, building, etc given permission for the project

Yes

No

If Yes, please include a letter of support.

SECTION 5: Consents (if applicable)

Is approval required from the following bodies?

Planning Permission (Local Authority or Planning Service NI)

Yes No

National Parks & Wildlife Services / Northern Ireland Environmental Agency

Yes No

Dept of the Environment Heritage and Local Government (ROI) / Dept of Environment (NI)

Yes No

If yes, has approval been granted?

Planning Permission

Yes No

If yes please provide a reference/copy of approval: _____

National Parks and Wildlife Services / Northern Ireland Environmental Agency

Yes No

If yes please provide a reference/copy of approval: _____

Dept of the Environment Heritage and Local Government / Dept of Environment (NI)

Yes No

If yes please provide a reference/copy of approval: _____

IMPORTANT: *If projects are taking place in or adjacent to monuments, protected structures, Areas of Special Scientific Interest (ASSIs), Natural or Heritage Areas (NHAs) or Natura 2000 sites (SAC/SPA sites) consent may be needed – Please consult with relevant statutory agencies. If you need advice, please feel free to contact Cormac McCarthy at +353 (0)61 922 149 or at cormac.mccarthy@waterwaysireland.org.*

SECTION 6: Budget for the project

How much are you requesting from this Grant Scheme?

€ / £ _____

NOTE: Maximum expected grant available is € 1,500 / £1,200 per application. Please note that the maximum grant is not guaranteed.

Are you applying for part-funding for this project from any other sources?

Yes

No

If Yes, please give details

Source

Amount

NOTE: Part-funding will not negatively impact your assessment.

As the maximum grant requested is not guaranteed. If this occurs how do you propose to fund the shortfall for the project?

SECTION 7: Project Costs

Please provide details of the proposed costs associated with the project. Where relevant please supply quotes or tenders if available.

Letter of support (if applicable)

Quotations (if applicable)

Supporting documentation (optional: 2 pages max)

I understand that the Application Form may not be processed unless all of the above forms are completed and submitted before the closing date of January, 31 2017.

Signed on behalf of the applicant/organisation

Name _____

(Block Capitals)

Signature _____

(not necessary if application is completed digitally)

Position _____

Date _____

Please return completed documents (with HERITAGE PLAN GRANTS SCHEME 2017 written on the envelope cover or email subject line to:

Waterways Ireland
Environment & Heritage
Dock Road,
Drewnsborough,
Scarriff V94 H7N1
Co. Clare.

Email: heritageplan@waterwaysireland.org

Guidelines for Waterways Ireland Heritage Grant Scheme 2017

1. Heritage

Projects must compliment or fulfil the delivery of the Waterways Ireland Heritage Plan 2016-2020. A copy of the Plan can be downloaded at www.waterwaysireland.org

2. Eligible Projects and Activities

2.1. *Gathering Heritage Data*

The objective of this scheme is to provide assistance for data collection and research relating to inland waterways' heritage.

Here are some examples of possible projects:

- Conservation report of a heritage object / boat
- Wildlife or Heritage field survey to inform trail development
- Assessing the conservation needs of a particular area, item or collection.
- Feasibility reports

2.2. *Heritage Management*

The objective of this scheme is to support projects that apply good heritage practice in managing sites, collections, objects, etc.

Here are some examples of possible projects:

- Conservation planning and habitat (or wildlife site) management
- Conservation of heritage collection and objects, including documents
- Works to ensure the survival of a heritage building or structure, under a management plan that applies good practice in building conservation
- Control of invasive species
- Management works to restore important habitats
- Carrying out the work recommended in an earlier conservation report or wildlife management plan
- Archival boxing for vulnerable documents

2.3. *Raising awareness of Heritage*

The objective of this scheme is to support fresh approaches and initiatives that link heritage to communities, promoting active engagement with heritage and its appreciation by the public.

Here are some examples of possible projects:

- Conference or exhibition on heritage of an area
- Heritage week activities
- Seminar on traditional skills
- Heritage event using art, drama, or new media

3. Non Eligible Projects and Activities

Waterways Ireland's heritage grant scheme will not formally fund activities involving:

- Projects that solely benefit an individual,
- Teaching/staffing in schools,
- Travel and transport costs except in exceptional circumstances,
- Equipment, unless directly associated with the project,
- Ongoing running costs, administration, insurance, etc.

4. Who is eligible to apply?

The scheme is open to individuals, community groups and organisations along the inland waterways within Waterways Ireland's remit:

- The Lower Bann
- The Grand Canal
- The Royal Canal
- The Barrow Navigation
- The Shannon
- The Shannon Erne
- The Erne
- The Ulster Canal (Upper Lough Erne to Clones)

Only one grant per individual/organisation is permitted.

5. Terms and Conditions of Grant payment

- Grants up to €1,500 / £1,200 are available.
- Applicants must fully complete and submit the Community Heritage Grant Scheme Application Form to Environment and Heritage Section, Waterways Ireland, Dock Road, Drewsborough, Scarriff V94 H7N1, Co. Clare. Applications can also be submitted by email to heritageplan@waterwaysireland.org.
- Successful applicants will receive a **Letter of Offer** and **Grant Agreement**.
- The successful applicant must fully complete and return the Signed Grant Agreement with Waterways Ireland which will constitute a contract with Waterways Ireland.
- Any applicant assisted under the Scheme must indemnify Waterways Ireland against any claim, if applicable.
- 50% of the grant allocation will be payable upfront subject to completion of a Supplier Setup Form. Monies will be paid through EFT to bank accounts with *cheques only issued in exceptional circumstances*.
- An interim report shall be submitted by 30 July 2017 which shall give a progress report on the project to date. If an interim report is not received Waterways Ireland

may consider that the project is not progressing and funds will be reallocated to another project.

- On completion of the project, recipients must provide a full project report on or before 29 October 2017 unless this is not possible due to the nature of the project. An extension to this deadline must first be agreed by a member of the Waterways Ireland's Environment and Heritage Section. Up receipt and satisfactory assessment of this completion report the remaining 50% grant aid will be furnished.
- Applicants may choose to combine this scheme with other sources of grant aid. No double funding from Waterways Ireland will be allowed i.e. under the Waterways Ireland Sponsorship Programme.
- Assistance is provided on an application by application basis. Applicants may apply for and receive assistance each year. Receipt of a grant in one year does not automatically guarantee grant-aid during the following year.
- All funded activities must be located within the island of Ireland.
- Explicit recognition must be given to Waterways Ireland in any promotional material associated with the Project (copy of documentation depicting recognition) must be submitted with the final report.
- It would be preferable that the project be showcased during events such as Heritage Week, Biodiversity Week, European Heritage Open Days, etc.

6. Assessment of applications

Criteria for assessment will include:

- The extent to which it compliment or fulfils an action of the Waterways Ireland Heritage Plan 2016-2020,
- The extent to which proposed activities benefits local heritage and will benefit intended target group or area,
- The use of innovative or imaginative approaches,
- The capacity of applicants to carry out the proposed project.

Staff of the Environment and Heritage Section of Waterways Ireland will meet with eligible groups to discuss their applications if necessary.

7. Closing date

All applications must be made on the official application form and submitted to Waterways Ireland before January, 31 2017 at the following address:

Waterways Ireland
Environment & Heritage
Dock Road,
Drewnsborough,
Scarriff V94 H7N1
Co. Clare.

Applications can also be submitted to: heritageplan@waterwaysireland.org.

8. For further Information

For more information or assistance, please contact Cormac McCarthy:

Post: Waterways Ireland
Environment & Heritage
Dock Road,
Drewsborough,
Scarriff
Co. Clare.
V94 H7N1

Phone: +353 (0)61 922149

Mobile: +353(0)87-2787463

Email: cormac.mccarthy@waterwaysireland.org