

Grant Scheme - Cultural Technology – 2010

1. General

Funding provided under this scheme should meet a specific cultural need and support the high level goal of the Department “to enhance access to and to recognise the social and economic role of the arts, culture and film sectors in Ireland by promoting and encouraging artistic expression, cultural awareness and participation through an appropriate policy, legislative and resource framework”.

2. Projects

Projects funded under this scheme should seek to create, develop, design and/or exploit information and communication technologies and modern communication tools that can deliver a promotional, educational or information product to promote Irish arts and culture, in all its forms and/or Irish cultural and arts' organisation(s).

Projects should be unique, use an established method or means of channel or broadband distribution, be user friendly and, to the greatest extent possible, be future proofed.

3. Strands

It is proposed that there will be four strands to this scheme:-

Strand 1: Applications will be accepted from:-

- the National Cultural Institutions;
- cultural institutions in receipt of an annual allocation of funding from the Department;
- the Arts Council;
- Culture Ireland and
- The Irish Film Board.

Strand 2: Applications will be accepted from other organisations / institutions in the public, private or voluntary sectors which have an interest in the promotion of arts and culture, including cultural tourism and can demonstrate capacity to deliver a project on time and within budget.

Strand 3: Applications will be accepted from individuals who wish to develop information and communications technologies to promote the arts, culture and creative sector output in Ireland and internationally in a compelling and creative way.

Strand 4: Applications involving partnerships and collaborations, particularly with bodies, institutions or individuals of standing, based abroad or in Ireland will also be considered.

All applications will be assessed on their individual merits and having regard to available resources.

4. Applications

Applicants should:

- clearly set out the objective, purpose and targeted end result of the proposed project;
- delineate all of the project costs;
- be tax compliant;
- have the requisite technical skills, knowhow and own resources, as appropriate, to deliver on the project;
- have a track record of high quality, on time and within budget delivery;
- demonstrate how the project adds to technology solutions and channels to markets and audience already in place;
- show how the project is enduring;
- have all the requisite regulatory approvals in place or imminently achievable;
- be able to demonstrate the project's return to the seed exchequer investment, if commercialised; and
- warrant that all representations made in pursuit of the application for funding are accurate and true.

5. Offers of funding

All successful applicants under the scheme will receive a letter of offer which will clearly set out the terms and conditions which attach to the funding. These will include, but not be limited to, the following general terms and conditions (where applicable):-

- applicants will be required to furnish a report on the project, such that would confirm the implementation and finalisation of the project;
- officials from the Department must be allowed suitable access to the project for the purposes of inspection;
- the Department's contribution to the project must be acknowledged on all publicity and publications;
- any information in relation to the project required by the Department from time to time will be furnished promptly;
- original invoices in respect of all expenditure must be provided together with proof of payment of same;
- all records of expenditure and related invoice and papers must be retained for inspection as required by officials or relevant auditors;
- in the case of any expenditure of over €5,000 the requisite procurement procedures must be followed and evidence of same produced if required; and

- the Department reserves the right to revoke any allocation, if suitable progress is not made in advancing the project and/or the terms and conditions of funding are not met

In some instances, the letter of offer may be for a lesser amount than that sought by the applicant. All letters of offer must be formally accepted.

6. Payment

- Payment will be made in line with contract terms, which should set out clear and tangible deliverables and time line.
- Final payment will be dependent upon completion of the project.
- Where contract terms do not specify a payment schedule, payment will be made in arrears on receipt of invoices and on delivery of project milestones.
- In exceptional circumstances, other than in accordance with contract, where the contract is for less than €50,000, payment may be made in advance subject to contract or on receipt of invoices as appropriate.

7. Monitoring and follow up

All successful projects will be monitored on an ongoing basis in accordance with the terms and conditions outlined in the letter of offer (see 5 above). Sufficient information must be made available to satisfy the Department that the project is proceeding and will be completed on time and within agreed costs.

Before final payment will be made, the Department must be satisfied that a report on the project has been received and that sufficient information is to hand to ensure that the project has been completed as agreed.

8. Sustainability

Funding provided under this scheme will be on a once off basis and will only apply to the capital elements of the project. Accordingly, the independent sustainability of projects must be clearly demonstrated in all applications i.e. the project's viability without the need for ongoing state support.

9. Contact point

All applications for consideration for funding under this scheme should be sent to:-

Ms. Clare Pilkington,
Cultural Institutions Unit,
Department of Tourism, Culture and Sport,
New Road,
Killarney,
Co. Kerry.

Email: clarepilkington@tcs.gov.ie
Phone: 064-6627342

10. Deadlines

Applications for consideration for funding under the scheme should be submitted as outlined above no later than the **15th of September 2010**.

Any funds allocated under the scheme must be drawn down in accordance with the terms and conditions outlined in the letter of offer no later than the **30th of November 2010**. Commitments cannot be carried forward into 2011 in any circumstances.