

CORK CITY COUNCIL 2024**LOCAL HERITAGE AND BIODIVERSITY PUBLICATION GRANT SCHEME**

Applications are sought by Cork City Council, for the Local Heritage and Biodiversity Publication Grant Scheme 2024. This grant scheme is an action from the Cork City Heritage and Biodiversity Plan 2021 – 2026 [Heritage and Biodiversity Plan - Cork City Council](#) which outlines the aims and objectives of Cork City Council with respect to Heritage and Biodiversity. 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 and Biodiversity 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 and Biodiversity 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 and Biodiversity topics which raise awareness and appreciation of local Heritage and Biodiversity in Cork City. The Heritage and Biodiversity topics should be of local Heritage and Biodiversity significance which have never been 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 Biodiversity and creating alliances of unusual project partners. This grant scheme is a competitive process and priority will be given to publications from local historians, Heritage and Biodiversity and community groups and non-profit organizations. Consideration will be given to publications from academic institutions and research students provided the local Heritage and Biodiversity interest is clearly demonstrated. Low priority projects include those that already have secured publishers, 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 11am on the 1st of February 2024.

LOCAL HERITAGE AND BIODIVERSITY PUBLICATION GRANT SCHEME CRITERIA

- **Funding of a maximum of 90% of the total cost of the publication (not including voluntary labour) to a maximum of €4,000 is available.**
- Applications shall be accompanied by a **draft of the entire book** 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 and Biodiversity related.
- . Applications should be accompanied with details of how the book is to be financed ie matching funding (10% requirement) 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 are advised to secure 3 quotes for publishing and/or printing costs and shall submit details of selected printer and/ or publisher where available.
- Applicants are encouraged to have the work peer reviewed and copy edited.
- Applications should be made by author or Local Heritage and Biodiversity group not by a publisher or agent.
- Funding will not be available for research costs or travel and other administration costs.
- 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.
- 1 copy of the publication will be made available to the Heritage Officer and 2 copies to Cork City Libraries, Local History section.
- A pdf of the cover should be provided for the Cork City Council website.
- **The support of Cork City Council for the project must be acknowledged. Wording and appropriate logo will be provided on acceptance of grant.**
- This grant cannot fund projects retrospectively.

- The project should link to an objective or action from the Cork City Heritage and Biodiversity Plan 2021 – 2026 [Heritage and Biodiversity Plan - Cork City Council](#)

All completed publications must be submitted to Cork City Council by 2pm on the 9th of December 2024

Application Form

- Applicants must complete all sections of the form and submit by the closing date of 11am on 1st of February 2024
- **The application form should ideally be sent in by email. The draft of the book and associated images can be sent by email but please contact heritage@corkcity.ie in advance to arrange the transfer of large files**
- 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 made under the Freedom of Information Act (1997 & 2003). However, every effort will be made to protect confidentiality particularly in relation to commercially sensitive material.

LOCAL HERITAGE AND BIODIVERSITY 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 will support (max 200 words) i.e. subject of book, local Heritage and Biodiversity interest and significance, geographically relevant, unique, or innovative perspective. Please enclose text of entire book and sample of illustrations

How does your project link to an objective or action from the Cork City Council Heritage and Biodiversity Plan 2021-2026 [Heritage and Biodiversity Plan - Cork City Council](#) ?

Please give a brief history and background information on applicant (max 200 words) i.e. familiarity with field of Heritage and Biodiversity, 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 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 quotes and information on selected printer/publisher, where available
- Applications should be accompanied with details of matching funding (10% requirement) 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 organization.

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 are 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 and Biodiversity grants scheme and to inform you of further relevant Heritage and Biodiversity 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 11am on the 1st of February 2024.

Completed applications must be returned to:

The Heritage Officer, Strategic Planning and Heritage, Strategic & Economic Development,

Cork City Council,

City Hall, Cork

Email heritage@corkcity.ie

Canvassing will disqualify.