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Guidelines for Heritage Grant Scheme 2025

### Heritage

Projects must fall under the following items included as heritage in the Heritage Act,1995 i.e., monuments; archaeological objects; heritage objects, documents, and genealogical records; architectural heritage; flora and fauna; wildlife habitats; landscapes and seascapes; wrecks; geology; heritage gardens; parks and inland waterways.

### Eligible Projects & Activities

Heritage Publications will not be funded – it is recommended to discuss this with the Heritage Officer.

#### Gathering Heritage Data

The objective of this scheme is to provide assistance for data collection and research relating to Kildare’s heritage.

Examples of possible projects:

* + Archaeological and wildlife field survey to inform a graveyard management scheme.
  + Conservation report on a stained-glass window
  + Assessing the conservation needs of a particular object or collection.

#### Heritage Management

* + The objective of this scheme is to support projects that apply good heritage practice in managing sites, collections, objects etc.
  + Conservation planning and habitat (or wildlife site) management
  + Conservation of heritage collections 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.
  + Removal of an invasive species such as rhododendron from woodland
  + Archival boxing for vulnerable documents

#### 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 under the Heritage Education, Community and Outreach scheme:

* + Conference or exhibition on heritage of an area
  + Heritage Week activities
  + Seminar on traditional skills such as lime mortar, thatching
  + Education project involving a museum or archive with local schools.
  + Field trips to heritage sites for schools
  + Events using art, drama, or new media.

### Non-Eligible Projects & Activities

KCC’s Community Heritage Grant Scheme will **not** normally fund activities involving:

* + Projects that benefit individuals
  + Teaching/staffing in schools
  + Travel and transport costs, except in exceptional circumstances.
  + Equipment, unless directly associated with the Project.
  + Ongoing running costs, administration etc. (except insurance)

### Who is eligible to apply?

The scheme is open to community groups and organisations within county Kildare. Only one Community Heritage grant per organisation is allowed.

### Terms and Conditions of grant Payment

* + Grants of up to **€1,500 max** are available.
  + Only complete applications will be considered, this includes bank details.
  + All projects must be compliant with public health advice.
  + Groups must fully complete and submit the Community Heritage Grants Scheme Application Form to the Heritage Officer, Planning Department, Kildare County Council, Áras Chill Dara, Devoy Park, Naas, Co. Kildare
  + Successful groups will receive a Letter of Offer
  + The Signed Grant Agreement (last page of application form) with Kildare County Council constitutes a contract with the Council.
  + Any organisation assisted under the Scheme must indemnify Kildare County Council against any claim.
  + An interim report shall be submitted by Friday 25th July 2025. which shall give a progress report on the project to date. If an interim report is not received the Council will consider that the project is not progressing, and funds will be reallocated to another project.
  + On completion of works, we undertake to submit a final report with receipts in relation to expenditure incurred on our project no later than 7th November 2025 to Heritage Officer, Kildare County Council, Áras Chill Dara, Devoy Park, Naas, Co. Kildare. (Invoices will not be accepted.)
  + No double-funding from Kildare County Council sources will be allowed (i.e. from Arts Officer, Amenity Grants)
  + Groups may choose to combine this scheme with other sources of grant aid.
  + Assistance is provided on a once-off basis. Organisations 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 County Kildare
  + Explicit recognition must be given to Kildare County Council in any promotional material associated with the Project – copy of documentation depicting recognition – must be submitted with the final project report.
  + An event to show case the project must be carried out during Biodiversity Week 2025 (17th May to 25th May) or Heritage Week 2025 (16th Aug to 24th Aug). Details of this event should be provided on application form if known. This event should be discussed with the Heritage Officer in advance and details submitted to the Heritage Officer for publication and promotion.

### Assessment of Applications

The Heritage Officer will meet with eligible groups to discuss their applications if necessary**.** Criteria for assessment will include:

* + The extent to which proposed activities benefits local heritage and will benefit the intended target group or area.
  + The use of innovative or imaginative approaches
  + The capacity of applicants to carry out the proposed project.
  + The extent of local contributions to the proposed project
  + First time applicants

The grants will be approved by the elected members of Kildare County Council

### Kildare Participation Network (PPN)

If you are registered on Kildare Participation Network (PPN) but do not know your number, you can find same at <http://www.kildareppn.ie/memberslist.asp>.

If you are not registered, please visit the PPN website <http://www.kildareppn.ie/index.asp> and register your group now. It only takes 10 minutes. In order to register for PPN groups must be voluntary, community based, non-party political, not for profit and active in County Kildare with at least 3 members.

The PPN is the main link through which the local authority connects with the community/ voluntary, social inclusion and environmental sectors. For any Group to qualify for Council supports it must quote its PPN Registration Number. This will assist to streamline grant applications and creates opportunities for exchange of information.

### Closing date

**All applications must be made on the official application form and submitted to the Council before Friday 14th March 2025 at 4.00pm.**

* All applications shall be submitted to:

**Heritage Officer,**

**Kildare County Council,**

**Áras Chill Dara,**

**Devoy Park,**

**Naas,**

**Co. Kildare**

**or**

* **heritage@kildarecoco.ie**

### For further information

Contact the Heritage Office at 045 980563 or email: heritage@kildarecoco.ie

Please retain these guidelines for your information and future reference.