

## **Department of Tourism, Culture, Arts, Gaeltacht, Sports and Media**

### **2021 Mobility of Collections Scheme**

#### **1. Introduction**

During 2021 the Department of Tourism, Culture, Arts, Gaeltacht, Sports and Media will operate a Mobility of Collections Scheme to support greater regional and local access to material held in the National Collections. The Scheme is designed to fund the transport, cost of insurance and exhibiting costs for pieces from the National Collections to appropriate institutions around the country.

#### **2. Objective/Rationale**

It is not possible for the National Cultural Institutions to display their full collection at any one time. The purpose of this scheme is to:

- Assist in putting items from the National Collections on display to the public on a greater and wider basis;
- Facilitate the display of pieces from the National Collections with specific local and regional interest direct to those communities; and
- Facilitate the display of cultural artefacts and relating exhibitions outside urban centres into rural areas.

#### **3. Eligibility**

Types of projects which will be considered under the scheme are as follows:

- Funding the costs associated with the transport of pieces from the National Collections to/from a regional/local Institution; or/and
- Funding the cost of insuring pieces from the National Collection whilst being transported to/from a regional/local institution; or/and  
Funding the costs of the exhibition of pieces from the National Collections in regional/ local institutions.

This scheme does not provide for the capital upgrade of facilities to meet the exhibition requirements of the loaning National Cultural Institution. Only one application per body for one event or project will be considered.

#### **4. Applications**

Applicants should:

- Have approval of the lending authority
- clearly set out the objective, purpose and targeted end result of the proposed loaned piece;

- delineate all relating costs;
- warrant that all representations made in pursuit of the application for funding are accurate and true;
- have all the requisite regulatory approvals in place; and
- be tax compliant. **Please note applications cannot be assessed without a tax reference number**
- not seek funding from any other scheme administered by the Cultural Schemes Unit (Regional Museum Exhibition Scheme, Co-operation with Northern Ireland Funding Scheme, Small Scale Local Festival and Summer Schools Funding Scheme, Mobility of Collections Scheme) for the same project. If the same project seeks funding for more than one scheme, both or all applications may be rejected

## 5. Assessment

The appropriate body to evaluate any potential requests for a loan of a collection will be the lending National Cultural Institution. Any reasonable request for funding will then be examined by officials in the Department, subject to meeting the criteria above.

## 6. Successful applicants

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.

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

Funding allocations under the Scheme may be for a lesser amount than that sought by the applicant. All letters of offer of funding **must** be formally accepted.

Failure to comply with the terms and conditions of this scheme may result in funding being withdrawn and/or being excluded from application to further schemes for a determined duration

## 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. 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 is made, the Department must be satisfied that a report on the project has been received and that sufficient information is to hand to verify that the project has been completed as agreed.

## 8. Contact point

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

Ms. Aoife O'Sullivan,  
Cultural Schemes Unit,  
Department of Tourism, Culture, Arts, Gaeltacht, Sports and Media  
New Road,  
Killarney,  
Co. Kerry  
V93 A49X  
Email: [aoife.osullivan@tcagsm.gov.ie](mailto:aoife.osullivan@tcagsm.gov.ie)  
Phone: 064-6627384

## **9. Deadlines**

The closing date for receipt of applications for funding under the scheme is 12 noon on **23<sup>rd</sup> April 2021.**

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 30<sup>th</sup> September 2021.** Requests for payment will no longer be accepted after the final date and funding will be withdrawn from projects who have not completed full drawn down by that date.

## **10. Freedom of Information Act**

Under the Freedom of Information Act 2014, details contained in applications and supporting documents may, on request, be released to third parties. If there is information contained in your application which is sensitive, please identify it and provide an explanation as to why it should not be disclosed. If a request to release sensitive information under the legislation is received, you will be consulted before a decision is made whether or not to release the information. However, in the absence of the identification of particular information as sensitive, it may be disclosed without any consultation with you.

## **11. Privacy Statement**

The Department is committed to protecting and respecting your privacy and employs appropriate technical and organisational measures to protect your information from unauthorised access. The Department will not process your personal data for any purpose other than that for which they were collected. Personal data may be exchanged with other Government Departments, local authorities, agencies under the aegis of the Department, or other public bodies, in certain circumstances where this is provided for by law. The Department will only retain your personal data for as long as it is necessary for the purposes for which they were collected and subsequently processed. When the business need to retain this information has expired, it will be examined with a view to destroying the personal data as soon as possible, and in line with Department policy. Further information on Data Protection can be found on our website at: <https://www.gov.ie/en/organisation-information/023ba-data-protection/>