



## Grant Programme 2015-2018

# IHRA GRANT CALL 2016

### GENERAL INFORMATION

To strengthen the political commitment of governments in order to ensure future generations will understand the causes of the Holocaust and reflect upon its consequences, IHRA committed itself to a Grant Strategy in 2010. Based on the experiences of previous grant cycles, a few adjustments have been made for the 2016 call. These are highlighted as “**new**” in the following text.

The objectives of the IHRA’s Funding Policy are to:

- Increase government involvement in creating programmes and infrastructure that will focus awareness on the Holocaust and contribute to combating antisemitism and xenophobia;
- Create sustainable structures for Holocaust education, remembrance, and research and, to that end, co-fund large-scale projects targeting multipliers;
- Fund multilateral projects and thereby stimulate the international exchange of expertise and a shared culture of remembrance.

The Grant Strategy consists of two programmes:

- 1) Develop strategies for Holocaust Memorial Days in a way that injects substance, real meaning and educational value into these events.
- 2) Raise awareness and promote research into the causes of the Holocaust, its driving forces and mechanism, with a view to preventing genocide, ethnic cleansing, racism, antisemitism, and xenophobia.

The IHRA calls for grant applications from organizations and institutions in the field of Holocaust education, remembrance, and research that wish to carry out projects which fit within the remit of one of these two programmes. Project proposals should reflect the general objectives of the IHRA Funding Policy by targeting political, social and educational leaders and decision-makers and by including a strong multilateral and international dimension. The IHRA encourages grant applications that cut across the IHRA’s mandate fields with activities combining education, remembrance, and research. Applications with special focuses as defined by the IHRA on page 3, section 2 are especially encouraged.

## IMPORTANT NOTES

### DEADLINES

- Applicants must register in IHRA's online application system and complete the project summary and the budget sections by 15 January 2016. All other sections can be modified until 31 January 2016. Please note that it is not possible to create an account after 15 January 2016.
- Applications must be received by 31 January 2016, 23:59 CET.
- We strongly encourage applicants to be in contact with the Permanent Office far in advance of the deadline in order to seek advice for your application.

### SUBMISSION OF DOCUMENTS

#### New

- In contrast to previous years, the IHRA Permanent Office will no longer remind applicants to submit missing documents or information. Incomplete applications will not be processed. Applicants are requested to ensure that all required documents are submitted along with the online application form before the deadline.
- Only online applications (and attachments) will be accepted.
- Please use the template for recommendation letters provided in the attachments section of the online application system.
- Please consult the Guidelines for Applicants along with the Eligibility Checklist carefully before submitting an application.
- Applicants may only submit one proposal per call.

### PROJECT START DATE

The project start date for the 2016 call must be between 15 May 2016 and 15 May 2017.

# GUIDELINES FOR APPLICANTS

These guidelines provide important information regarding the criteria for the IHRA Grant Programme 2015-18. Please read the following pages carefully and contact the IHRA Permanent Office with any question. In particular, you should pay attention to the criteria relating to multilateralism and target groups.

## PROGRAMMES AND FOCUSES

### PROGRAMME 1

DEVELOP STRATEGIES FOR HOLOCAUST MEMORIAL DAYS IN A WAY THAT INJECTS SUBSTANCE, REAL MEANING AND EDUCATIONAL VALUE INTO THESE EVENTS.

With reference to paragraph 6 of the Stockholm Declaration, IHRA Member Countries share a commitment to encourage appropriate forms of remembrance on Holocaust Memorial Days. The purpose of this programme is to encourage educational, remembrance, and research activities designed to promote the importance of Holocaust Memorial Days in society. Funds are granted for projects providing the educational content and conceptual framework to make such ceremonies more substantive, meaningful and valuable for society. Applicants' proposed project objectives should be in line with the general aims and objectives of the grant programme. For example, eligible applications will need to demonstrate that their proposed project seeks to contribute to increasing the educational value of Holocaust Memorial Days or develops conceptual frameworks for increasing the impact and meaningfulness of Holocaust Memorial Day events. The project aim might also be to increase awareness and political support for Holocaust Memorial Days.

**Note:** the IHRA does not cover the costs of commemoration or observance ceremonies on these days. Covering such costs should be the obligation of governments.

### PROGRAMME 2:

RAISE AWARENESS AND PROMOTE RESEARCH INTO THE CAUSES OF THE HOLOCAUST, ITS DRIVING FORCES AND MECHANISMS, WITH A VIEW TO PREVENTING GENOCIDE, ETHNIC CLEANSING, RACISM, ANTISEMITISM, AND XENOPHOBIA.

With reference to paragraph 3 of the Stockholm Declaration, IHRA Member Countries share a commitment to fight the evils of genocide, ethnic cleansing, racism, antisemitism, and xenophobia by ensuring that future generations can understand the causes of the Holocaust and reflect upon its consequences. The purpose of this programme is to encourage educational, remembrance, and research activities designed to further such understanding and reflection for the benefit of present and future generations. Funds are granted for projects providing a conceptual framework to link education, remembrance, and research into the Holocaust to current efforts to prevent genocide, ethnic cleansing, racism, antisemitism, and xenophobia around the world. Applications will need to clearly demonstrate

how their proposed project seeks to contribute to combating current and future instances of genocide, ethnic cleansing, racism, antisemitism, and xenophobia. Proposals submitted under this programme should go beyond standard educational or informative programmes, focusing on the causes and mechanisms of the Holocaust and how increased awareness and research into these can contribute to the prevention of genocide, ethnic cleansing, racism, antisemitism and xenophobia today.

## SPECIAL FOCUSES

With the recent creation of special focuses, the IHRA wishes to encourage institutions in the field to initiate activities in contemporary areas of concern. Applications addressing any of the following focuses are encouraged under both programmes:

- (A) **GENOCIDE OF THE ROMA**
- (B) **NEW RESEARCH FIELDS:** Work within fields that are currently under-researched. Applicants are requested to submit very specific explanations that prove the need for research in the proposed field. An example could be research on “Action T4,”<sup>1</sup> its impact on subsequent Nazi policies during the Holocaust, and its role as a “precursor” to the Holocaust.
- (C) **PROJECTS THAT FURTHER SUPPORT THE IHRA MULTI-YEAR WORK PLAN:** in particular the killing sites, which was identified by IHRA as a relatively unknown dimension of the Holocaust and is therefore a pillar of the Multi-Year Work Plan (MYWP). Other MYWP topics are: archives, Holocaust Memorial Days and educational research. Further information on these focuses can be found on IHRA’s [website](#).
- (D) **HOLOCAUST DENIAL:** Research into the prevalence and extent of Holocaust denial, trivialization, minimization and effective ways to counter such trends internationally.
- (E) **NEW TECHNOLOGIES AND SOCIAL MEDIA:** Creation of innovative tools, integration of education and new technologies, development of methodologies for research into the use of new technologies and its possibilities for Holocaust education and awareness.
- (F) **PUBLIC CAMPAIGNS AND INSTALLATIONS:** Reaching a wider audience and taking place in public spaces, for example campaigns at airports, central stations or public gathering points where large numbers of people can be reached who may otherwise not be affected.

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<sup>1</sup> Action T4: Nazi euthanasia programme on patients that were regarded as mentally or physically disabled.

## PROJECT GOALS, OUTCOME AND SUSTAINABILITY

New

### PROJECT GOALS AND OUTCOME:

- Project goals and the expected outcome of proposed projects must be clearly described and should be relevant to IHRA's specific programme aims.
- Applicants can only submit one application each year. Applications that include various activities, which could be considered as several projects within one proposal, are not eligible for funding. Applications with several activities will only be accepted if these activities are in logical connection to each other and can be considered as essential to fulfill the project's aim.

New

### SUSTAINABILITY:

Projects should strive to ensure long-term collaboration so that the project's impact lasts beyond the implementation period and that targeted groups benefit from the project even after major activities have been completed. Projects should also aim to ensure their continued existence once IHRA funding has ended. Examples of how to fulfil the criteria of sustainability:

- Build lasting partnerships, e.g. by creating online platforms to ensure ongoing exchange among the partners and target groups involved and to make the project's material available.
- Widely disseminate the project's results.
- Follow-up conferences, seminars, meetings.
- Establish mechanisms to ensure that target groups carry out follow-up activities based on the knowledge and tools acquired during the project.
- Build in mechanisms during the project's implementation period to reflect on the project's potential in future and/or system of learning as the project progresses.
- Ensure that the benefits and activities of the project continue once IHRA funding has ended.
- Demonstrate the most efficient use of resources.
- Aim for governmental cooperation in order to ensure the project's support by influential target groups involved in decision-making processes. Possible forms of cooperation could be either governmental support in the project's implementation and dissemination of results, financial support through governmental institutions or by identifying government officials as the project's target group, encouragement of follow-up activities and implementation of the project on the national level through involved governments/countries.

New

### CRITERIA FOR CONFERENCES AND SEMINARS:

- If you are applying for IHRA funds to support a conference, please explain the added value of the conference and indicate clearly its relevance. Information should include answers to the following questions:
- What are the innovative aspects? Are you looking at the topic from a new perspective?
- What is the main outcome? What insight would you like to gain? Will you present an analysis of the outcome?

- How do you plan the wider dissemination of conference results (e.g. through online publications, online video-streaming of the conference etc.)?
- What kind of follow-up are you planning?
- IHRA will only accept proposal for conferences if a detailed draft programme including possible speakers is submitted.

## ELIGIBLE TARGET GROUPS UNDER THE IHRA GRANT STRATEGY 2015-18

An important aspect of the IHRA Grant Programme for 2015-18 is the objective to fund projects that reach high level multipliers such as political decision makers, government officials and educational policy makers. By targeting high-level multipliers, the grant strategy aims to expose them to knowledge about the Holocaust and provide inspiration for their own activities, in order to develop sustainable infrastructures and networks in countries around the world. Applications should clearly indicate the expected target groups of the proposed project, and how the project plan will reach or influence these groups: Who does your project aim to influence and how does it propose to do so? The target group may include the intended beneficiaries of the project, its participants, and/or individuals and groups that may be more indirectly influenced by the project. Eligible Target Groups include:

**POLITICAL DECISION-MAKERS/ACTORS**, for example Members of Parliament; Governmental and regional representatives (including but not limited to: *ministers, ministry officials, diplomats, governors, mayors, etc.*); Civil servants (including but not limited to: *officials in public directorates and institutions, police commissioners and officers, etc.*)

Where an IHRA Member Country directly benefits from a project, for example by educating civil servants in said country, the IHRA will only fund the project under the condition that the IHRA Member Country is co-funding a minimum of 40 % of the project costs.

**CIVIL SOCIETY/OPINION-MAKERS** (including but not limited to: *journalists, union representatives and community/religious leaders, etc.*)

**WIDER PUBLIC** “Coincidental” target groups that may otherwise not be affected by Holocaust remembrance or educational activities. This target group is applicable for public campaigns only (see special focuses).

**EDUCATIONAL POLICY-MAKERS** (including but not limited to: *curricula developers, developers of teaching material and editors, university deans and board members, teacher trainers, heads of educational departments at museums and memorials, etc.*).

The IHRA does not encourage applications whose target group is limited to ‘teacher trainers’. If a project is designed to target teacher trainers, it should also seek to include other multipliers.

**Note:** If teacher trainers are among the target group, proof of their affiliation with an official institution for teacher training is required.

**Note:** teachers, pupils, children are non-eligible target groups.

## MULTILATERALISM

In line with the objective to ‘stimulate the international exchange of expertise and a shared culture of remembrance’ only projects which demonstrate a strong multilateral dimension are eligible for funding under the IHRA Grant Programme for 2015-18. The requirement for multilateralism should be reflected in the following areas of the project proposal:

### TARGET GROUP/BENEFICIARIES:

In order to be eligible for funding, project proposals should demonstrate a strong multilateral dimension in terms of the target group benefiting from the project. Projects should seek to bring together beneficiary groups from **at least two different countries**. The purpose of this rule is to foster the international exchange of ideas and experiences among the beneficiaries within the target groups.

### PROJECT PARTNERSHIP:

Multilateral project partnership is also strongly encouraged under the current Grant Programme. Proposals that clearly demonstrate the involvement of **at least one** project partner **from a country different from that of the primary applicant** are welcomed.

In order to be a ‘project partner’ the partnering organization should be involved in developing the concept for the project proposal. A contract of partnership should be provided with the application.

### PARTICIPATING ORGANIZATIONS:

The IHRA also encourages multilateralism in relation to participating organizations. A participating organization is an organization or institution that is involved in the project, for example by providing services or by participating in conferences and events. This does not imply the same level of involvement as a formal Project Partner.

## FINANCIAL CRITERIA

IHRA will only accept application with a detailed budget proposals outlining clearly how each of the budget items have been calculated.

### AMOUNT OF FUNDING

- The minimum grant available per year of funding is 15,000€. The maximum grant available per year of funding is 50,000€.
- The IHRA will take into consideration the proportionality between the annual operating budget of the applying organization and the requested grant.

#### INELIGIBLE BUDGET ITEMS:

The following budget items are not eligible under the IHRA Grant Programme. In case they are part of the project budget, they should be clearly earmarked as being paid for by co-funding and not by IHRA funds:

- Cash Prizes
- Equipment
- Honoraria payments (except for speaker or expert fees that are directly related to the project)
- Events that do not directly contribute to reaching the objective of the project.

#### TRAVEL COSTS:

- IHRA grants can only be used to fund travel and accommodation up to a maximum of 50 %.
- The costs for train tickets will only be accepted on the basis of 2nd class prices, and airplane tickets on the basis of economy class prices.
- Beneficiaries may stay in hotels of no more than three stars.

New

#### SALARIES:

- IHRA's funds cannot be used for the funding of salary costs only.
- Salaries can be funded up to a maximum of 50% by the IHRA, provided that costs seem reasonable and are well explained (including number of hours, salary per hour, and a short description of tasks).

#### CO-FUNDING:

- Under the IHRA Grant Programme for 2015-18 project applications must demonstrate a commitment of co-funding for at least 50% of the total project budget. This means that at least 50% of the total budget for the project is to be covered by sources other than the IHRA.
- The applying organization may list itself as a co-funder.
- If at the time of application confirmation from other funding sources has not yet been received, the applicant should list potential co-funders that have been contacted.
- Required co-funding must be procured by January 2017. The applicant must furnish proof that other donors have committed themselves to co-funding or that co-funding will be provided from other sources in order to receive the initial installment of 70% of the annual allocation. 30% of the annual allocation to be paid on receipt of final and financial reports.

#### NOT-FOR-PROFIT

- Funds can only be granted for activities that do not aim at gaining profit, and any outcome (i.e. publications, guidelines, DVDs, apps etc.) co-funded by the IHRA cannot be sold for profit.
- Any fees instituted upon publications need to be approved by the IHRA well in advance.
- IHRA only processes applications from not-for-profit institutions. IHRA reserves the right to request non-profit certificates from applicants.



## NON-ELIGIBLE ACTIVITIES

The IHRA is unable to consider providing financial support for the following types of activities:

- Capital projects or physical construction of memorials
- Commemoration events
- Individual research
- Literary works, music, theater, fine and plastic arts productions
- Film, video, and photographic development or production
- Monographs and individual life stories
- Study visits
- Teacher training

## FOLLOW-UP, MONITORING AND EVALUATION

If an application is successful, the applicant will be notified and required to submit a Logical Framework and an updated budget, as well as confirmation of co-funding, before funds can be allocated. Some other specific conditions of grant allocation may also be stipulated. The IHRA reserves the right to award less than the requested amount.

Once the grant is approved and funds allocated, applicants must comply with IHRA's project management, monitoring and evaluation requirements. This includes the submission of financial and operational reports including an independent audit report, as well as, for multi-annual projects, annual interim reports. Templates for narrative reporting are provided. Documentation and disbursement procedures for recipients of IHRA funds are as follows:

- Upon approval of co-funding the initial installment of 70% of the annual allocation will be provided by the IHRA.
- Multi-year projects must submit interim annual progress reports.
- Financial reporting and expense accounting are required for all projects. Any project must be independently audited. The audit must be conducted in accordance with generally accepted auditing standards, identifying the IHRA contribution in this audit report and shall be submitted to the IHRA Secretariat. For IHRA grants above €30,000, the cost of such an audit will not be covered by the IHRA, but must be borne by the Grant Recipient. For IHRA grants under €30,000 the IHRA may provide the auditing costs up to a maximum of 10% of the cost of the IHRA's grant to the project.
- A Final Project Report (narrative and financial) must be submitted within six months of completion of the project.
- The final installment of 30% will be paid on approval of the final reports by the Evaluation board.
- Recipients should acknowledge the contribution of the IHRA in any publications, conference literature, online sources, etc. related to the project.
- In case of any deviations from the original application and/or non-fulfillment of conditions set by the IHRA, the IHRA may reserve the right to reclaim its funds.

- Applications from organizations that already received funding from the IHRA but did not submit a final or interim report for the funded project by the application deadline will not be considered for funding.

## NOTES AND DISCLAIMERS

- The IHRA encourages grant applications for projects from everywhere in the world. The IHRA reserves the right to take the geographic distribution of suitable applications into consideration during its review process.
- Due to the limited resources available, not all eligible applications will be awarded funding.
- Applications that are incomplete, or do not meet the formal requirements as laid out in the guidelines for applications will not be considered for funding. The IHRA Permanent Office of the IHRA will no longer alert applicants of incomplete information and/or documentation.
- If representatives of the applying organization or project partners of such organizations contact members of the Funding Review Committee regarding the grant programme and/or their application during the application and review periods, then their application will be disqualified from review.
- An organization may apply for funding in successive years for substantially different projects. According to the 'Sunset Rule' the same project may be funded up to a maximum of three times by the IHRA.

New