



# INTERNATIONAL HOLOCAUST REMEMBRANCE ALLIANCE

10 September 2019

## IHRA Grant Strategy 2019 - 2023

### INTRODUCTION

In order to strengthen the collective impact of its work, internally and externally, the IHRA has committed to a new Grant Strategy that aligns with the organizational strategy adopted at the end of 2017. The IHRA recognizes more than ever the need for a fact-based approach to the history with which it is concerned.

Accordingly, the IHRA Grant Strategy will favour projects which aim to safeguard the historical record (including sites, testimony and archival materials) of the Holocaust and the genocide of the Roma and which counter distortion. The IHRA Member Countries consider these thematic focuses to be of particular relevance and core concern to our societies at present.

The IHRA's Grant Strategy funds projects in the field of education, remembrance and research with the following objectives:

- To increase capacity of governments and non-governmental institutions to safeguard the record of the Holocaust and the genocide of the Roma and to counter distortion.
- To encourage the international exchange of good practices and promote historically informed policymaking.
- To develop educational approaches that enhance awareness of the continuing relevance of the Holocaust and the genocide of the Roma for the present and the future.

The IHRA calls for grant applications from non-profit organizations and institutions in the field of education, remembrance, and research of the Holocaust and the genocide of the Roma that wish to carry out projects that fall within one of the two following programs.

The IHRA encourages grant applications for projects all over the world.

Project proposals should reflect the general objectives of the IHRA Grant Strategy by including strong multilateral and international dimensions.

The IHRA Grant Strategy has two programs:

Program 1: Safeguarding the record of the Holocaust and the genocide of the Roma

Program 2: Countering distortion

## PROGRAM DESCRIPTION

### PROGRAM 1: SAFEGUARDING THE RECORD OF THE HOLOCAUST AND THE GENOCIDE OF THE ROMA

With reference to paragraph 7 of the [Stockholm Declaration](#), IHRA Member Countries share a commitment to shed light on the still obscure shadows of the Holocaust as well as to ensure and facilitate access to the historical record.

Through Program 1, the IHRA seeks to fund projects that contribute to safeguarding the record of the Holocaust and the genocide of the Roma in the following areas:

- Testimonies of survivors and witnesses which have not yet been recorded
- Mapping and documentation of as yet unidentified and/or unmarked sites pertaining to the Holocaust and/or the genocide of the Roma<sup>1</sup>
- Archival material that is physically at risk or where there are problems of accessibility

Applicants for projects within this program are strongly encouraged to draw on and make use of the IHRA' draft [working definition of Holocaust-related materials](#) that was developed for IHRA's archival access project.

Eligible applications will demonstrate that their proposal seeks to contribute to a more complete historical record. Successful projects will also include aspects that seek to engage community leaders and political decisionmakers, and to raise awareness both at the political level and with relevant media.

The IHRA welcomes projects that use, enhance and further develop existing IHRA resources such as guidelines, working definitions, reports, publications and charters.

### PROGRAM 2: COUNTERING DISTORTION

With reference to paragraph 3 of the [Stockholm Declaration](#), IHRA Member Countries share a commitment to uphold and disseminate the comprehensive truth of the Holocaust, as well as of the genocide of the Roma, and to ensure that future generations can understand the causes and process of implementation of the Holocaust and the genocide of the Roma and reflect upon their consequences.

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<sup>1</sup> Not only killing sites but also mass graves, burial sites, sites of persecution

Through Program 2, the IHRA encourages projects that aim to prevent and counter distortion in the following areas:

- Public discourse, media and particularly social media
- Education
- Research
- Memorialization<sup>2</sup>

The IHRA grants funds for projects that seek effective and meaningful ways to prevent and counteract distortion, which emphasize the sharing of good practices and strengthen international cooperation on this topic as well as increasing the capacity of governmental and non-governmental institutions to address these issues.

Applicants must demonstrate clearly how the proposed objectives of the project will contribute to preventing and countering distortion in the aforementioned areas.

Applicants aiming to submit and carry out projects related to distortion are strongly encouraged to draw on and make use of the [IHRA's working definition on Holocaust denial and distortion](#) and the [working definition of antisemitism](#). Issues such as countering Holocaust distortion are complex and nuanced, and to guide the work in this area, the IHRA also made available online a [paper on Holocaust distortion and denial](#).

## APPLICATION CRITERIA

These guidelines provide important information regarding the criteria for the IHRA Grant Strategy 2019-23. Please read the following pages carefully and contact the IHRA Permanent Office with any further questions.

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## PROJECT OBJECTIVES AND EXPECTED OUTCOME

Project objectives and expected outcomes must be logically related to each other, should be clearly described and should be relevant to IHRA's Grant Strategy objectives.

Applications which 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

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<sup>2</sup> Please note that the IHRA does not cover the costs for commemoration or remembrance ceremonies.

accepted if these activities are in logical connection to each other and can be considered as essential to fulfil the project's objectives.

The project material produced in the context of the project and the final results of the project must be made available online, where relevant.

All project proposals need to contain a communications plan. The IHRA Permanent Office will provide a template.

### CONFERENCES, SEMINARS, WORKSHOPS

If you are applying for IHRA funds to support a conference, seminar or workshop, a clear and convincing explanation of why the conference is the appropriate activity to meet the project objectives should be provided. Information should include answers to the following questions:

- What is the main objective of the conference? Which insights would you like to gain? Will you present an analysis of the outcome? How will the outcome be used to reach the objectives of the project?
- What is innovative about the conference? Are you looking at the topic from a new perspective? Do you strive for participatory discussions of the audience?
- What kind of follow-up are you planning?
- How do you plan the wider dissemination of the conference results (e.g. through online publications, online video-streaming of the conference etc.)?

The submission of a detailed draft program including possible speakers is a mandatory requirement for each proposal including a conference, seminar and/or workshop.

Sensitivity to geographical and gender balance is strongly encouraged.

### TARGET GROUPS

Applications should clearly indicate the target group(s) of the proposed project and outline how the project will reach or influence these groups. Key questions to consider are:

- Whom does your project aim to influence and how does it propose to do so?
- What measurable change do you wish to see in your target group if your project is successful?

Please also see the criteria for target groups under the section 'International Dimension'.

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 a 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:** including but not limited to: NGOs, union representatives and community/religious institutions and leaders, social activists and lawyers etc.

**MEDIA:** particularly opinion leaders in the field of social media, press, television and radio (including journalists, and heads of media institutions).

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

**ACADEMIA:** e.g. scholars, academics (including university professors), academic organizations and associations.

**MUSEUMS AND MEMORIALS:** e.g. representatives of museums and memorials including curators and guides.

**ARCHIVES AND ARCHIVISTS:** including public and private collections.

**Please note:** teachers, pupils, and children as such are not eligible target groups for the IHRA, since they fall under the responsibility of the individual Member Countries. If teacher trainers are among the target group, proof of their affiliation with an official institution for teacher training is required.

## INTERNATIONAL DIMENSION

In line with the Grant Strategy objectives, only projects that demonstrate a clear international dimension are eligible for funding under the IHRA Grant Strategy. Applicants should reflect this requirement in the following areas of the project proposal:

### TARGET GROUP:

In order to be eligible for funding, project proposals should demonstrate a clear international dimension in terms of the target group benefiting from the project. Projects should seek to bring together target groups from at least two different countries. The purpose of this rule is to foster the international exchange of good practices.

#### **PROJECT PARTNERSHIP:**

International project partnership is also strongly encouraged under the Grant Strategy. Proposals that clearly demonstrate the involvement of at least one project partner from a country different from that of the primary applicant are particularly 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:**

A participating organization is an organization or institution that is involved in the project, for example by providing services/ expertise or by participating in conferences and events. This does not imply the same level of involvement as a formal Project Partner.

#### **MONITORING AND EVALUATION**

Once the IHRA approves a grant and allocates funds, applicants must comply with IHRA’s project management, and monitoring and evaluation requirements. This includes the completion of a logical framework, submission of financial and operational reports including an independent audit report, as well as, for multi-annual projects, annual interim reports. The IHRA will provide templates for narrative reporting and the IHRA will evaluate projects against the following criteria:

##### **RELEVANCE**

Applicants should clearly explain the relevance of the project in meeting the needs and addressing the challenges identified under program 1 or program 2. Relevance is the extent to which the objectives of a project are continuously consistent with the objectives of the IHRA Grant Strategy and with the objectives of the individual program under which the project falls.

##### **IMPACT**

Applicants should try to capture the contribution of the project. The IHRA asks applicants to track positive and negative, primary and secondary changes produced by the project. These changes may be direct or indirect, intended or unintended.

##### **PARTNERSHIP AND COOPERATION**

The applicant should outline the coordination and collaboration arrangements that have been made with partners and stakeholders. Partnerships and cooperation is a measure of the level and quality of the cooperation with external partners and stakeholders through:

- a) The extent to which the right partnerships have been identified.
- b) The extent to which partnerships have been sought and established, and synergies have been created.

c) The extent to which there was effective coordination among partners.

#### **EFFECTIVENESS**

Effectiveness is the extent to which a project/program achieves its objectives and outcomes. The process of monitoring and evaluation should show whether and how the objectives and outcomes have been achieved. It should highlight any major constraints and problems that have impacted the implementation and delivery of the project. The aim is to learn from these constraints and avoid them in the future, or find solutions to improve performance.

#### **LESSONS LEARNED**

Lessons learnt are generalizations based on evaluation experiences with projects, programs, or policies that abstract from the specific circumstances to broader situations. Frequently, lessons highlight strengths or weaknesses in preparation, design, and implementation that affect performance, outcome, and impact. Applicants will be asked to reflect on lessons learned on completion of their project.

#### **FINANCIAL CRITERIA**

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

#### **AMOUNT OF FUNDING**

The minimum grant available per project 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.

#### **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.

Applicants/ participants may stay in hotels of no more than three stars.

#### **SALARIES:**

IHRA funds cannot be used to fund 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). Applicants are encouraged to discuss this in advance with the Permanent Office.

#### **CO-FUNDING:**

Under the IHRA Grant Strategy for 2019-23, project applications must demonstrate the 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.

Applicants who are unsure how to secure co-funding are encouraged to contact the IHRA Permanent Office as early as possible to seek advice.

If, at the time of submitting an 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 December of each year following the submission of the application. 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 instalment of 70% of the annual allocation. The balancing 30% of the annual allocation will be paid on receipt of final and financial reports.

#### **NOT-FOR-PROFIT**

Funds can only be granted for not-for-profit activities and any outcome (i.e. publications, guidelines, DVDs, apps etc.) co-funded by the IHRA cannot be sold for profit.

Any fees to be charged for publications need to be approved by the IHRA well in advance.

The IHRA only processes applications from not-for-profit institutions. IHRA reserves the right to request non-profit certificates from applicants.

#### **INELIGIBLE BUDGET ITEMS:**

The following budget items are not eligible under the IHRA Grant Strategy. In the case that they form part of the project budget, they should be clearly marked as being paid for by co-funding and not with 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 objectives of the project.

## INELIGIBLE 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, theatre, fine and plastic arts productions
- Film, video, and photographic development or production
- Monographs and individual life stories
- Study visits
- Teacher training

## APPLICATION PROCEDURE

### SUBMISSION OF APPLICATIONS

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.

If representatives of the applying organization or project partners of such organizations contact members of the Grant Review Committee regarding the Grant Strategy and/or their application during the application and review periods, then their application will be disqualified from review.

Applicant organizations can only submit one application each year.

According to the ‘Sunset Rule’ the same institution may receive funding up to a maximum of three times in a row from the IHRA. Subsequently the organization will not be eligible to receive IHRA funding for at least one year before they can apply again.

Applications from organizations that already received funding from the IHRA but did not submit a final narrative and financial report for the previously funded projects by the application deadline will not be considered for funding.

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 note that in case these two letters of recommendation are identical or signed by the same person, the IHRA will disqualify your application.

Letters of recommendation should not be submitted by Heads of Delegations of IHRA member, liaison or observer countries, or by experts holding particular functions within the IHRA. Letters from regular IHRA delegates are also not encouraged.

## DEADLINES

Applicants must register through the IHRA's online application system and complete the project summary and the budget sections by 24 January. All other sections can be modified until 6 February. Please note that it is not possible to create an account after 24 January.

Applications must be received by 6 February, 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 an application.

The IHRA can only fund projects that have not yet started; the project start date should be no earlier than 15 May of each year, after the call for applications has been closed.

## SUCCESSFUL APPLICATIONS

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. Other specific conditions of grant allocation may also be stipulated. The IHRA reserves the right to award less than the requested amount.

Documentation and disbursement procedures for recipients of IHRA funds are as follows:

Upon approval of the Logical Framework and co-funding, the initial instalment 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 Permanent Office.

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 contribute towards 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 weeks of completion of the project.

The final instalment of 30% of the allocated funds will be paid on approval of the final reports by the Evaluation Board. The IHRA reserves the right to withhold the final instalment where the Evaluation Board deems that projects have deviated substantially from the submitted proposal. If a correction/redress is not made, further disbursement of IHRA funds may be halted entirely.

## DISCLAIMER

Grant Recipients should acknowledge the contribution of the IHRA in any publications, conference literature, online sources, etc. related to the project in accordance with IHRA's Visual Identity Guidelines.

Grant Recipients should ensure appropriate photographic documentation of events and projects. In general, it is recommended that a professional photographer is hired.

In case of any deviations from the original application and/or non-fulfilment of conditions set by the IHRA, the IHRA may reserve the right to reclaim its funds.

The IHRA reserves the right to take the geographic distribution of appropriate applications into consideration during its review process. Due to the limited resources available, not all eligible applications will be awarded funding.