

ITF Grant Checklist for Potential Applicants

Organizations/institutions interested in applying to the ITF for a grant should read through the below checklist in order to determine if they should file a grant application.

A. General Objectives

Does your project fit the general objectives of the ITF's Grant Strategy?

Applicants that wish to apply for funding should check the following questions:

1. Does your project seek to contribute to Holocaust education, remembrance and/or research?
 - a. Yes – Please continue;
 - b. No – In that case, your project is not eligible for funding.
2. Does your project involve cooperation with institutions/organizations (not individuals!) from a country other than your own?
 - a. Yes – Please continue;
 - b. No – In that case, your project is not eligible for funding.
3. Is your project multilateral, i.e. are the beneficiaries (i.e. the target groups) of your project from two or more countries?
 - a. Yes – Please continue;
 - b. No – In that case, your project is not eligible for funding.
4. Does your project fit in the framework of one of the two programmes in the ITF strategy for 2010-2013 (i. Develop strategies for Holocaust Memorial Days OR ii. 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)?
 - a. Yes – Please continue;
 - b. No – In that case, your project is not eligible for funding.

If you were able to meet all the above criteria, please move to the next set of questions. If your project does not meet all the above criteria, you are not eligible for funding by the ITF.

B. The Programmatic Focus 2010-2013

Does your project fit within the remit of the ITF's programmatic focuses for 2010-2013?

Applicants that wish to apply for funding should check the following two questions:

1. Which of the two programmes does your proposed project fit into?
 - a. Programme 1 (Develop strategies for Holocaust Memorial Days)
 - b. Programme 2 (Raise awareness and promote research into the causes of the Holocaust with a view to preventing genocide, ethnic cleansing, racism, antisemitism, and xenophobia)

If you checked Programme 1, please answer the following:

2. Does your proposed project for Holocaust Memorial Days involve preparing the conceptual framework and educational content for commemoration events?
 - a. Yes – Please continue;
 - b. No – In that case, your project is not eligible for funding.

Note on question 2 above: The ITF does not cover the costs of commemoration or observance ceremonies on these days (including travel costs for participants.) Funds are granted for projects providing the educational content and conceptual framework to make such ceremonies more substantive, meaningful and valuable for society.

If you checked Programme 2, please answer the following:

3. Does your proposed project for raising awareness and promoting research concretely and actively connect the causes, driving forces and mechanisms of the Holocaust to efforts to prevent genocide, ethnic cleansing, racism, antisemitism, and xenophobia?
 - a. Yes – Please continue;
 - b. No – In that case, your project is not eligible for funding.

Note on question 3 above: It is not sufficient for a project proposal under programme 2 to make a merely incidental or assumed connection between Holocaust awareness and prevention efforts. The proposal should rather explicitly address the link between history and such efforts as a fundamental aim of the project itself.

If you were able to meet the above criteria for one of the two programmes, please move to the next set of questions. If your project does not meet the criteria, you are not eligible for funding by the ITF.

C. Target Groups

Does your project aim to raise awareness and educate about the Holocaust and/or its causes among one of the Grant Strategy's target groups?

Applicants that wish to apply for funding should check the following question:

1. Does your project focus its activities on engaging one or more of the following target groups: i. Political decision-makers/political actors (i.e. Members of Parliament, Governmental and regional representatives, civil servants etc.); ii. Civil society leaders/opinion makers (i.e. journalists, union representatives, community and religious leaders); iii. Educational multipliers or educational policy-makers (i.e. curricula developers, developers of teaching materials and editors, university deans; teacher trainers, heads of educational departments at museums and memorials)?
 - a. Yes – Please continue;
 - b. No – In that case, your project is not eligible for funding.

2. Does your project focus exclusively on teacher trainers?
 - a. Yes – In that case, your project is **not** eligible for funding.
 - c. No – Please continue.

Note: For a project that includes teacher trainers among its target group, a list of participants and proof of their official affiliations and/or certificates of teacher trainer status must be provided.

If you were able to meet the above criterion, please move to the next set of questions. If your project does not meet the above criterion, you are not eligible for funding by the ITF.

D. Project Eligibility

Does your project qualify to be considered for financial support by the ITF?

Please note that the following questions enumerate the types of projects the ITF does not fund.

Applicants that wish to apply for funding should check the following five questions:

2. Is your project applying for funding for physical construction of memorials?
 - a. Yes – In that case, your project is **not** eligible for funding.
 - b. No – Please continue.

3. Is your project applying for funding for individual research unconnected to an organization or institution?
 - a. Yes – In that case, your project is **not** eligible for funding.
 - b. No – Please continue.

4. Is your project applying for funding for literary works, music, theater, fine and plastic arts productions?
 - a. Yes – In that case, your project is **not** eligible for funding.
 - b. No – Please continue.

5. Is your project applying for funding for film, video, and photographic development or production?
 - a. Yes – In that case, your project is **not** eligible for funding.
 - b. No – Please continue.

6. Is your project applying for funding for monographs and individual life stories?
 - a. Yes – In that case, your project is **not** eligible for funding.
 - b. No – Please continue.

7. Has your organization or institution submitted more than one application to the ITF this year?
 - a. Yes – In that case, your project is **not** eligible for funding.
 - b. No – Please continue.

8. Do you intend to use your ITF grant to fund cash prizes, equipment; honoraria payments and/or to pay for events that do not directly contribute to reaching the objective of the project?
 - a. Yes – In that case, your project is **not** eligible for funding.
 - b. No – Please continue.

Note on question 6 above: In case these items are part of the project budget, they should be clearly earmarked as being paid for by co-funding and not by ITF funds.

If you answered “No” to all the above questions please move to the next set of questions. If you answered “Yes” to any of the above questions, you are **not eligible for funding by the ITF.**

E. Financial Eligibility

Is your project eligible for an ITF grant in 2011?

Please note that proof of co-funding from other organizations and institutions must be procured within one year of grant approval in order to receive allocations.

Applicants that wish to apply for funding should check the following three questions:

1. Is the amount of the grant you're requesting above the minimum of €15,000 per year?
 - a. Yes – Please continue;
 - b. No – In that case, you are not eligible for funding.
2. Is the amount of the grant you're requesting below the maximum of €50,000 per year?
 - a. Yes – Please continue;
 - b. No – In that case, you are not eligible for funding.
3. Are you also applying to other organizations and institutions for funding and does your funding request to the ITF not exceed 50% of the total cost of your project?
 - a. Yes – Please continue;
 - b. No – In that case, you are not eligible for funding.
4. Can you provide proof on intent to acquire co-funding from other organizations and institutions?
 - a. Yes – Please continue;
 - b. No – In that case, you are not eligible for funding.
5. If you are applying for an ITF grant and also acting as a project partner to another grantee within the same year, is the total benefit being received from the ITF €50,000 or less?
 - a. Yes – Please continue;
 - b. No – In that case, you are not eligible for funding.

If your project does not meet the above criteria, you are not eligible for funding by the ITF.

If your project proposal meets all the criteria described above, you are eligible for an ITF grant and should submit an application.