



Call for researcher / facilitator to develop the *Story of Irish* project



LOTTERY FUNDED

Call for Researcher / Facilitator to develop the 'Story of Irish' project

Derry City Council invites submissions from researchers / facilitators to develop *The Story of Irish* project

1. The Project

Derry City council wishes to appoint a researcher/facilitator to develop the *Story of Irish* project. The facilitator will work directly with the Irish language community in the Derry City Council area to research and develop the project which will tell the story of the language in the area. The facilitator will engage with a range of groups and individuals in the Irish language community to develop the story which will form the basis of a new interpretative exhibition which will help develop awareness of the language and its community among new audiences.

The Story of Irish will be told in three parts:

1. Past - the history of the language in this area;
2. Present - the living language in the present day;
3. Future - aspirations for the language as we embrace a shared future.

'*The Story of Irish*' project will offer a unique opportunity to the Irish language community to tell its story in an historic year in the cultural life of this city: 2013 – a year in which Derry has been designated City of Culture 2013 and a year which will be celebrated as Bliain na Gaeilge (The Year of Irish) throughout the island of Ireland.

2. The Process

Derry City Council is now seeking submissions from project researchers/facilitators to develop the story of the language in Derry in partnership with the local community.

The facilitator will be required to oversee the following stages of the project:

- **Research**
- **Engagement with the Irish language community**
- **Creation of a Storyboard**
- **Identification of and documenting of archive materials**
- **Writing the text of the story for use in exhibition and in handbook**

The project facilitator will research the story focusing on the themes of Past, Present and Future and will engage with a range of individuals within the Irish language community. The facilitator will create a storyboard in partnership with the community partners and during this process of engagement will facilitate the archiving and collation of materials

associated with the story (documents, photographs, anecdotes etc). The facilitator will tell the story of the language in a new and innovative way, capturing the stories of people and places, landmark dates and key events in the history of the language and documenting the hopes and aspirations which different people hold for the language beyond 2013.

The catchment area for this project is the entire Derry City Council area (see map, page 7) and the facilitator will demonstrate a commitment to making sure the project is inclusive to people from a range of backgrounds. The facilitator will use a range of approaches to engage with communities including face-to-face events and other platforms such as social media.

Derry City Council is delighted to have the support of BT Portrait of a City for the archiving aspect of the project. BT Portrait of a City aims to create one of the largest digital community archives and memory banks ever compiled and will support communities to archive materials (photographs and video) for inclusion in the online memory bank. The facilitator will work in partnership with Derry City Council and BT Portrait of a City to link the *Story of Irish* project with the Portrait of a City initiative. Further information: www.btporraitofacity.com

3. Management of the Contract

The contract will be managed by Derry City Council's Irish Language Officer who is the main point of contact for queries in relation to the tendering process and who will be the main contact for the *Story of Irish* project: Pól Ó Frighil, Irish Language Officer, Tel: (028) 71 376 579, email: pol.ofrighil@derrycity.gov.uk.

4. How to apply

Before completing your submission please read the overview at the beginning of the document to ensure that you are fully clear about the requirements of the project.

Your submission will be used as part of the evaluation process. It will help Derry City Council to assess whether you/your organisation has the skills, resources and experience required to deliver the project.

Derry City Council reserves the right to disqualify your submission, or terminate any resulting negotiation, contract or service agreement, if you make any material misrepresentation in either your proposal or in any supporting information.

Derry City Council reserves the right to seek clarification or further information about any matter covered in your submission at any time during the application process.

5. Your submission

Your submission should include all the information requested below. You are welcome to submit your information in Irish or in English. If you do submit your application in Irish please include a translation of the information in English. The facilitator must be a fluent Irish speaker.

Please include the following:

A **current CV** and a **written submission** detailing the following:

1. name and address of facilitator/facilitating organisation including telephone number and e-mail address;
2. your reasons for wishing to undertake the project;
3. your fluency in the Irish language;
4. skills and experience which are relevant to the role i.e. *research; interpreting historical documents and/or working with archive materials; your ICT experience; your experience of working with the community and/or with people in general;*
5. information about your proposed approach to complete the project;
6. breakdown of costs indicating your daily rate, the number of days you will spend working on the project, what percentage of the work will be spent on telephone/based in office/community engagement. Please note that a separate budget is available (up to a maximum of £1000) to cover the costs of running community workshops;
7. how you will evaluate the project;
8. names and addresses of two independent referees.

N.B Please ensure that you supply all of the above-requested information. If you are awarded the contract the contract for the work will be between the successful applicant and Derry City Council. There may be a requirement to attend an applicant interview prior to appointment.

Your submission will be evaluated as follows:

Stage 1 - Selection Criteria

Selection Criteria	Mark
Experience The applicant will supply information regarding their skills and/or experience to effectively deliver the role answering all of the points above at section 5	Pass/Fail

Stage 2 – Award Criteria

Criteria	Weighting
1. Quality of project approach 2. Value for money	90% 10%
Total	100%

6. Timescale

The facilitator will be appointed in June 2013 and will complete the project by the end of August 2013.

Action	Timescale
Call issued	May 2013
Deadline for submissions	June 2013
Research and Community Engagement	July/August 2013
Design and Production completed	September/October 2013
Project Launch	November 2013

7. Financial Arrangements

The total fee available for the facilitator is £3,000.

An additional budget of up to a maximum of £1,000 is available for community engagement workshops.

All costs will be broken down by facilitator and calculated in pounds sterling. The applicant must demonstrate their commitment to ensuring value for money within the available fee.

Payments will be made as follows:

- | | |
|--|--------------|
| 1. On signing contract and submission of project plan | (25%) |
| 2. At a mid-point agreed between Council and applicant | (30%) |
| 3. On completion of the project | (35%) |
| 4. On completion of all post project work | (10%) |

Derry City Council will require the successful applicant to submit invoices for all payments. The Council will not be responsible for any expenses or losses that may be incurred by the applicant in preparing their submission. Derry City Council is unable to return any materials included as part of the applicant's submission.

8. Submissions

Please send two copies of your submission (one unbound for photocopying purposes) to:

Pól Ó Frighil
Irish Language Officer
Derry City Council
98 Strand Road
Derry BT48 7NN

To be received by **12.00pm** on or before **Friday 21st June 2013**

Please do not fax or email your submission.

Submissions must be marked '*Story of Irish*'

Submissions which are not addressed correctly or are received after the deadline will not be considered. The onus of proof will be on the applicant.

APPENDIX 1

Map of the Derry City Council Area:



(c) Map: Derry City Council – Building Control Services