LITERATURE SCHEME (2027)

Terms and Conditions

Programme of work

- The applicant will discuss and agree in writing with Foras na Gaeilge any change to any aspect of the programme of work or to the agreed budget for the period up to **31 December 2027**.
- The organisation will operate as an independent contractor and not as an agent of Foras na Gaeilge.

Cooperation

- The applicant will encourage and foster cooperation with other related groups, on a national and local basis, to promote the Irish language in the most effective way.

Responsibility for the grant

- The applicant will seek tenders in accordance with the following guidelines:

Thresholds	**The number and type of offers bound**
Up to €6,000/£5,000	Companies must show that value for money has been reached
From €6,000/£5,000 to €35,000/£30,000	At least three offers sought by the person authorised to carry out procurement on behalf of the company
From €35,000/£30,000 to European Union thresholds	Offer competitions publicly advertised
Above European Union thresholds	Offer competitions publicly announced and: European Union thresholds are in effect – it must be advertised in the European Union official journal

- Although these thresholds are given as a general guide, any other relevant rules in connection with the spending of public money in the appropriate jurisdiction must be adhered to, for example rules in connection with the use of etenders.
- The organisation will complete the programme of work in such a way as to ensure that they will make the most effective and most economic possible of the grant approved by Foras na Gaeilge.

- The applicant will adhere to the payment claim process as set out by Foras na Gaeilge.
- Foras na Gaeilge will cancel any part of the grant for which Foras na Gaeilge does not receive a complete payment claim before **1 December 2027** unless Foras na Gaeilge and the applicant agree otherwise.
- The organisation, as a grantee of the exchequer, must fulfill their legislative management and accountability duties and requirements in regard to spending.

Staffing

- The organisation has sole responsibility for the recruitment of staff.
- The organisation will seek applications via public advertisement for any employment in the programme of work, apart from occasional employment, and they will adhere to any employment legislation or regulations.
- The salary rates will be appropriate for the appropriate duties of each post funded by Foras na Gaeilge.
- The organisation will make no material change to staffing, as set out in the amended programme of work, without discussing and agreeing this in advance with Foras na Gaeilge (e.g. job description and advertisement).
- The applicant will inform Foras na Gaeilge immediately if there is any change to the board or steering committee of the organisation.

Publicity

- Foras na Gaeilge logo and name will be distinctly visible at all times in any publicity, publications and internet sites and the organisation will give appropriate recognition to Foras na Gaeilge for the funding.
- The organisation will establish a link on its own site to the Foras na Gaeilge master site www.forasnagaeilge.ie and a link to www.gaeilge.ie. They will agree style criteria in regard to giving recognition to Foras na Gaeilge.
- The organisation will cooperate with Foras na Gaeilge on social media in regard to publicity. They will tag Foras na Gaeilge accounts on Facebook, Instagram and Linkedin, and the organisation will send an email to feasacht@forasnagaeilge.ie in regard to cooperation on particular organisations on social media.
- The organisation will register any activity, event or class on the central information point for Irish, sceal.ie, at this link: https://sceal.ie/claraigh-imeacht/

Monitoring

- Foras na Gaeilge will be allowed to carry out an evaluation, at any reasonable time, of the implementation of the programme of work and of the funding value of the approved grant.
- The organisation will keep accounts and records of the expenditure of the grant for seven years from the date Foras na Gaeilge will pay the final portion of the grant.
- Foras na Gaeilge and its agents and the Office of the Comptroller and Auditor General (north and south) be allowed to examine those accounts and records at any reasonable time.
- The organisation will provide audited accounts for the year just ended in a timely fashion.
- Foras na Gaeilge be allowed to recall any part of the grant paid if the grant is misused.
- Foras na Gaeilge be allowed to cancel any part of the grant not paid if the organisation violates any of the above terms and conditions without official approval, in the opinion of Foras na Gaeilge, except if they come to an agreement to the satisfaction of Foras na Gaeilge.