



Comhairle Cathrach & Contae Phort Láirge  
Waterford City & County Council



An Roinn Cultúir,  
Oidhreacht agus Gaeltachta  
Department of Culture,  
Heritage and the Gaeltacht

## Mapping the War of Independence in Waterford

### Terms of Reference / Specification

#### Background

Waterford City and County Council (WCCC) wishes to procure the services of an individual to research events of the War of Independence in Waterford City and County and collate this information for the purpose of creating an online interactive story map. This project is funded by Waterford City and County Council and the Department of Culture, Heritage and the Gaeltacht.

The researcher appointed will be required to collate available resources and identify locations of incidents and events using local history publications, archives, online resources, such as, Brigade Reports available from [www.militaryarchives.ie](http://www.militaryarchives.ie) and collected record sheets submitted to Waterford City and County Council. The researcher will be required to further investigate the submitted record sheets to determine if there is any additional evidence available from other sources for the information supplied.

Information checked will be collated for the purposes of creating an online interactive map and the researcher will work with Waterford City and County Council to collate this information in an Excel sheet for the purposes of creating the online map.

#### Objectives

- To research War of Independence events in Waterford City and County Council using local history and archive resources
- To collate Record Sheets collected and check for confirmation amongst Brigade Reports and other available resources
- To input data gathered in Excel format for the purposes of creating an online story map with a clear record of locations and accompanying evidence/sources

#### WCCC Policy

- *Promote enjoyment and good practice in Heritage by producing a range of high quality publications and web based resources on all aspects of heritage in Waterford. Waterford Heritage Plan, People and Place, 2017-2022*
- *To collect, preserve and make accessible the archives of Waterford City and County, Waterford City and County Archives Mission Statement*

- “We will continue to protect, support and encourage access to items of local cultural significance” *Waterford Libraries Development Plan 2017-2022*
- “Enabling Creativity in Every Community” *Creative Ireland Programme 2017-2022*

**Expected outcomes**

- A dataset for the purpose of creating an online story map of War of Independence events and incidents in Waterford City and County
- A clear list of incidents, locations, sources for events with links to additional sources
- The information for the project should be completed and submitted by **18<sup>th</sup> September 2019**.

**Funding**

- Budget for this part of the project **€4,000**
- WCCC will not provide office accommodation
- WCCC will provide the Record Sheets, Excel form and access to sources in Waterford City and County Archives and in Waterford City and County Libraries.
- Unless otherwise stated, all taxes & insurance are the sole responsibility of the contractor.
- Any expenses incurred including travel to and from research sources such as libraries and archives & accommodation will not be covered unless expressly stated otherwise

**Personal specification**

Tenderers should have previous experience of research and accessing archival sources. They should have excellent interpersonal skills and proven communication ability. A proven ability to work without day to day direction is required. An ability to write a user friendly report in plain English is required. A relevant qualification for this project will be an advantage in the following areas –Archives studies, history, heritage, communications, media, IT skills etc.

Please attach a current CV and a brief outline of your proposed approach to the project in no more than 500 words.

**DEADLINE FOR RESPONSES: FRIDAY 5<sup>th</sup> JULY 2019 AT 4PM.** All responses to be emailed to Bernadette Guest, Heritage Officer, [bguest@waterfordcouncil.ie](mailto:bguest@waterfordcouncil.ie) or posted to Bernadette Guest, Heritage Officer, Waterford City and County Council, Menapia Waterford. *Late submissions cannot be considered.*

**Scoring**

Scoring		
<b>Category</b>	<b>Marks</b>	<b>Total</b>
Previous experience	45	45

Communication and interpersonal skills	20	20
Relevant educational skills	35	35
<b>TOTAL</b>		<b>100</b>

### Data Protection

Waterford City and County Council are committed to ensure the protection of personal information and to meeting its obligations under the Data Protection Act, 2018 and the General Data Protection Regulation.

In order to evaluate submissions the contact details and qualifications of tenderers are required and the details of the successful applicant will be required in order to successfully fulfil this contract. This information will be retained in order to meet the audit and reporting obligations of Waterford City and County Council. This project is funded under the Decade of Centenaries programme and information may be shared with the Local Government Auditor and with the auditors of the Department of Culture, Heritage and the Gaeltacht in order to comply with the audit requirements of this funding. Unsuccessful applicants details will be kept for the remainder of the calendar year (2019) to allow for assessment of the procedures for appointment and will then be destroyed.



**An Roinn Cultúir,  
Oidhreachta agus Gaeltachta**  
Department of Culture,  
Heritage and the Gaeltacht