

Application Guidance

Conferences, Seminars and Courses

This grant is open for applications. Applications are assessed on a regular basis throughout the year and can be submitted at any time.

Funding for Jewish heritage professionals to attend a conference or participate in a seminar or specialist training course.

Applicants may include archivists, librarians, conservators, curators, educators, cataloguers, etc working professionally in a museum, archive, library or other heritage organisation with a significant European Jewish collection.

These grants are not for AJS Fellows.

For queries relating to this grant category please contact: [Rebecca Singer](#) or [Dr Brigitte Sion](#).

For any technical support please contact: info@rothschildfoundation.eu.

**Please add the following emails to your contacts/safe senders list to ensure you receive all our communications regarding your grant application: noreply@yourcause.com;
adobesign@adobesign.com; message@adobe.com.**

Grant details

We will provide up to £1000 to cover the cost of the conference, seminar or course fees, travel and accommodation.

Applications can be made by the individual but a letter of support from a supervisor will be required.

Reimbursement will be made directly to the applicant's organisation. You will need to upload evidence of expenditure to your online account e.g., invoice and receipts.

Eligibility

Eligibility criteria

Funding is available to Jewish heritage staff (archivists, librarians, conservators, curators, educators, cataloguers, etc) who work professionally in a museum, archive, library or other heritage organisation with a significant Jewish collection.

The work may be part-time but should constitute at least 16 hours per week. They must be based in a European country and have at least 6 months of experience working professionally in the field of Jewish heritage.

The organisation where they are employed must operate on a not-for-profit basis and we will require proof of this status. This includes:

- UK organisations with charitable status under UK charity law (for further information please refer to the [Charity Commission](#) website and its list of [Charitable Purposes](#))
- International organisations that operate as non-profit or not-for-profit entities in their respective countries (e.g. state or private libraries, archives, museums, universities, research institutes or cultural centres)

Please note: if your organisation is in the process of obtaining not-for-profit or charitable status, no payments will be made until this status is confirmed. Additionally, if your organisation is awarded a grant but fails to secure this status within three months of receiving notification, the grant will be cancelled.

Eligible costs

We do not fund retroactively and will not consider a request for funding for an activity that has already happened or is scheduled to happen while the application for funding is being considered.

Application process

Application timeline

Applications are assessed on a regular basis throughout the year and can be submitted at any time. You should expect to get a response within 4 weeks.

If your application is approved, you will receive an official grant letter and agreement which you will need to e-sign and return with the necessary supporting documentation.

See [Manage my grant](#) for information about grant requirements.

Required supporting documentation

If the required documentation is not included, your application cannot be considered.

Translations: For documents not originally written in English please include an English translation. This does not need to be an official or notarised translation, but it must be clear and accurate. Documents in a language other than English that are not accompanied by an English translation will not be processed.

Please upload your translated document against the same upload title you use for the original document as a combined document.

If your application is approved, you will need to submit further [supporting documentation](#) once you receive your Grant Letter and Agreement.

1. **Proof of not-for-profit or charitable status:** This will vary from country to country and according to the type of organisation making the application.
 - For UK applicants, this may be a UK charity number where applicable. Please refer to the [Charity Commission](#) website and its list of [Charitable Purposes](#).
 - International applicants should provide original documentation or evidence demonstrating their non-profit status under their local regulations (e.g. a copy of the relevant portion of the organisation's statutes, a certificate from the tax authorities demonstrating not-for-profit status)
2. **Letter of support:** for conferences, courses and seminars and professional language courses, we will require a letter of support from the individual's supervisor.
3. **Professional CV (maximum 2 pages in English):** Qualifications include professional certificates, university diplomas, and relevant experience.

FAQs

You can find the most [frequently asked questions](#) relating to our grant categories on our website.

Contact

Please do not hesitate to contact us if you require any further information or advice as you prepare your application.

For queries relating to this grant category please contact: [Rebecca Singer](#) or [Dr Brigitte Sion](#).

For any other information including technical support please contact info@rothschildfoundation.eu.

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