

Use of Generative Artificial Intelligence (AI) in Leitrim County Council Arts Office Funding Applications

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Generative Artificial Intelligence (AI) tools can support applicants in preparing funding applications, but they also present risks relating to authenticity, accuracy, intellectual property, and transparency. Leitrim County Council Arts Office supports the responsible use of AI and requires applicants to declare any substantive use of generative AI in the preparation of funding applications, as outlined below.

Definitions

Generative AI refers to artificial intelligence tools that can create new content, including text, images, audio, video, code, and other creative outputs, in response to user prompts.

Hallucinations are AI-generated outputs that appear plausible but are inaccurate, misleading, fabricated, or unsupported by evidence or fact.

What We Expect from Applicants

Applicants may use generative AI tools when preparing funding applications. However, applications should reflect the applicant's own ideas, artistic practice, experiences, creative vision, project plans, and organisational knowledge.

Applicants must declare any substantive use of generative AI in their application.

Examples of substantive use include:

- Developing or generating project concepts, artistic statements, or programme descriptions.
- Drafting significant sections of application text.
- Creating project plans, activity schedules, or other narrative content.
- Generating images, audio, video, or other creative material submitted as part of an application.
- Analysing, summarising, or interpreting large amounts of information used to support an application.

Applicants are not required to declare minimal or administrative uses of AI, such as:

- Grammar and spelling correction.
- Improving readability or clarity of writing.
- Translation of application material.
- Formatting text or reducing word counts.
- Accessibility supports and assistive technologies that incorporate AI functionality.

Unacceptable Uses of AI

Applicants must not use generative AI tools to:

- Submit content that has been substantially generated, drafted, or rewritten by AI or another person.
- Use AI or another person to create, draft, or rewrite all or substantial parts of an application.

- Misrepresent or falsify information, including qualifications, experience, partnerships, project plans, budgets, audiences, participants, collaborators, references, or supporting materials.
- Present AI-generated or third-party content as their own original work.
- Plagiarise, copy, or reproduce material from another person, organisation, publication, website, or source without appropriate acknowledgement.
- Breach copyright, intellectual property, confidentiality, or data protection obligations.

Applicant Responsibilities

Applicants remain fully responsible for the content of their applications and must:

- Be honest, transparent, and accountable regarding the use of AI tools.
- Ensure that all information provided is accurate and truthful.
- Verify any AI-generated material and correct any inaccuracies, misleading information, or hallucinated content.
- Respect copyright, licensing agreements, moral rights, and intellectual property rights when using AI-generated content or third-party material.
- Protect confidential, personal, or sensitive information by not entering such information into publicly available AI systems.

Leitrim County Council Arts Office may request additional information regarding the use of AI in any application and reserves the right to verify the authenticity of submitted material.

The disclosure of AI use will be collected for monitoring and policy-development purposes and will not, in itself, affect the assessment of an application. However, concerns regarding the misuse of AI may be investigated and may result in an application being deemed ineligible or excluded from consideration.

What We Expect from Assessors and Advisory Panels

Assessors, reviewers, advisory panel members, and others involved in evaluating applications must not upload confidential application material to generative AI systems.

Any use of AI by assessors must not compromise applicant confidentiality, intellectual property, or the integrity of the assessment process.

Leitrim County Council Arts Office's Use of AI

While Leitrim County Council Arts Office may use AI tools to detect the use of AI, it does not use generative AI to assess the artistic quality, merit, or funding priority of applications, nor does AI play any role in funding decisions.

Where secure, approved AI tools are used for administrative purposes, such as eligibility checks, document processing, or workflow management, appropriate safeguards will be in place to protect applicant information and maintain confidentiality.