

The European Language Initiative

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United Kingdom

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11 March, 1999

Dear Tony,

DICTIONARY OF PARLIAMENTARY AND PUBLIC SERVICE TERMINOLOGY

1. CONTRACT
2. INVOICE PPS 02A - FIRST INSTALMENT

Many thanks for the contract for the above project, which I am returning, duly signed, with this letter.

Also enclosed, as requested, is an interim progress report and my invoice for the first instalment in the sum of £16,000, plus a revised cash-flow statement and copies of agendas of the two team meetings held so far. The invoice is divided between the five headings contained in my original budget statement. I note that the invoices for the second and third instalments, both in the sum of £4,000, are to be submitted for payment in July and December, 1999.

I understand that your colleague Patricia McAlister, Head of Linguistic Diversity Branch, may be available to attend a review meeting, and I will let you know when precise dates of future meetings have been fixed so that she can consider if they are convenient. She will be most welcome to join us.

It was good to learn that progress has been made with the establishment of the new cross-border Implementation Body for Language, and I note that it will be concerned with both Irish and Ulster Scots. I hope that your researches into the needs of Ulster Scots are progressing well, and I would remind you that our group is ready to incorporate that language into a dictionary as and when required. I confirm that my colleague Dr Éamonn Ó hÓgáin has advised that he has identified a number of potential members of a specialist team to undertake the task, and we look forward to further discussions with you on that subject in due course.

Thank you for all your help. Please let me know if there is any further action you would like me to take at this stage.

With best wishes,
Yours sincerely,

Clive Leo McNeir
Director

Dr Tony Canavan
Central Community Relations Unit
20/24 Donegall Street
BELFAST BT1 2GP

John
Tony is content with attached & approved the first payment of £16k now. Pl. action accordingly.
✓✓

John
12/3

Putting languages to work!

The European Language Initiative

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Invoice : PPS 02A

To : Central Community Relations Unit, Northern Ireland Civil Service

Period covered: January to March 1999

1. Editorial staff	£ 6,000
2. Translators	4,500
3. Designer / Producer	3,000
4. Office costs	2,000
5. Travel / subsistence	500
Total	16,000

TOTAL: £16,000

Claimed by: *Chine Leo M... ..* Date: *11 March '99*

BACS details

Account: The European Language Initiative, sort code 40-15-33, a/c number 51126148
Midland Bank plc, Buckingham

The European Language Initiative / Celtic Languages Initiative

Irish - English Dictionary for Parliamentary and Public Service

Progress Report, March 1999

1. Aim

The aim of the project is to compile a dictionary for use in parliamentary and public service institutions in the Republic of Ireland and in Northern Ireland. It will be bilingual, organised in two sections: English - Irish, Irish - English, totalling about 7,000 to 10,000 terms in book form. Details were set out in a proposal statement dated May 1998, a copy of which is appended.

2. Background

The project grew from TELI's Celtic Languages Initiative, focusing on the needs of the four main Celtic languages. As no dictionary was available for use in Dáil Éireann, it was decided to examine the possibility of producing a volume based on TELI's dictionary of local government and business, which included Irish. In the light of developments in Northern Ireland, culminating in the Good Friday Agreement, it was decided to explore the possibility of producing a publication that would also meet the needs of the new Assembly.

The editor visited Dublin in May 1998 to assess support for the project in Dáil Éireann. The proposal was warmly supported by Minister Éamon Ó Cuív and a cross-party group of TDs (Dinny McGinley, Trevor Sargeant, Tommy Broughan), plus Senator Joe Costello. Expressions of support were also received from Michael D. Higgins TD and Proinsias de Rossa TD, who had been unable to attend the meetings. The Minister agreed to provide financial support.

At the same time, support was expressed by Secretary of State, Dr Marjorie Mowlam and a preliminary meeting took place in Dublin between the editor and Dr Tony Canavan of CCRU. TELI was notified in early November 1998 that financial support had been agreed in principle by both governments and the decision was taken to begin planning without delay.

3. Planning Meeting

The group held its first planning meeting in Dublin in November 1998. A copy of the agenda is attached. The meeting was mainly devoted to a discussion of practical measures and it was agreed how colleagues would tackle the translation of existing English language databases and how the main database would be expanded. A particular concern was to take account of Ulster dialect variations and the needs of the institutions, current and new, of Northern Ireland. It was recognised as crucial to the success of the project that a good colleague be identified and brought into the team. Much time was devoted to technical matters, including the template to be used for compiling the data, the structure of each entry in the book, page layout and supplementary information to be included in appendices. The target dates were agreed as completion: end 1999, publication: early 2000. No action was to be taken on the programme of interviewing or on the choice of a publisher until the project was underway.

4. First Steps

The initial tasks were the bringing together of material for translation by the editor, and members of the translation group were to assemble useful material from their own sources. Advice was sought in a variety of quarters on a potential colleague from Ulster. A number of

possible candidates were mentioned, though no definite approach was made and no firm decision was taken. Contact was maintained with the Head of the Translation Unit in Dáil Éireann, who continued to promise support and assistance. Given that the contribution from the UK government was to come from end-of-year moneys, the editor was to liaise with the NICS to ensure our compliance with any conditions stipulated by the officials in Belfast. By the start of 1999 everything was in place for rapid progress to be maintained. A meeting was fixed for February in Dublin.

During this time the editor raised with the CCRU the question of suitable representation from Northern Ireland in the team. The suggestion was made that Professor Gerry Stockman might be approached. He was regarded as ideal by the other members of the group. The resulting contact led to Professor Stockman agreeing to join the team.

5. Meeting of the Full Team

The second meeting of the group including Professor Stockman was held in Dublin on 19 February. A copy of the agenda is attached. The lengthy meeting was almost entirely devoted to examining the source material assembled by the editor and other members of the team. Copies of the collected material were to be distributed on diskettes within the week following the meeting. Sample page layouts and entry styles were presented by Cassandra, based on ideas put forward at the previous meeting. Note was taken of the style being used for the dictionary of the National Assembly for Wales. It was agreed that the preferred options would be considered in more detail by CLM and Dr Ó hÓgáin, who would report back to the next meeting. Attention was paid to the Ulster and Northern Ireland dimensions and Professor Stockman was happy that these would not give rise to insuperable problems. The question of finding a suitable publisher was held over to the next meeting, which was set for late April. The NICS was to be invited to send a representative to a forthcoming meeting and a similar invitation would be issued to the ministry in Dublin.

6. Current Situation

The editor was informed that arrangements were in hand by the NICS to issue a contract and make the initial payment before the end of March. The editor agreed the terms of the document and undertook to produce an invoice for the first instalment. Reports on progress would be made in June/July and November/December 1999.

Colleagues are developing existing TELI database materials by the addition of collocations and examples to clarify meaning. Translation of new terms is in progress and weekly meetings are being held by Dublin-based members to review progress and handle queries. Professor Stockman is providing observations on the existing TELI database and is examining the new database with a view to incorporating terms relating to the institutions of Northern Ireland. He has already been to Stormont House and established contact with officials of the new Assembly.

An expression of interest has been received from Senator Labhras Ó Murchú, of Fianna Fáil, who has offered to assist where this would be helpful. He would be included in the list of interviewees, together with the TDs who had already agreed to participate.

7. Timescale

The team is on target at this early stage in its work and will review progress at the April meeting. On that occasion contact will be renewed with the Head of the Dáil Translation Unit and interviews will be planned with interested TDs, Senators and Ministers.

CLM

11.03.99

The European Language Initiative
Irish – English Parliamentary / Public Service Dictionary Project

Preparatory team meeting: Dublin, 16 November 1998

Participants: Dr Éamonn Ó hÓgáin, Vivian Uíbh Eachach, Mícheál Ó Cearúil,
Cassandra McNeir, Leo McNeir

1. Background and aims
2. Composition of team
 - agreement of roles
 - selection of Ulster colleague
3. Budget and contracts
4. The Northern Ireland dimension
 - dialectal phraseology
 - Ulster initial mutation
 - Ulster terms for N.I. institutions
5. Workload
 - Prosiect Terminoleg Trefniadaeth y Cynulliad (PTT)
 - Dáil Éireann terminology
 - Expanded database
 - Dáil Éireann Phrases Used in Debate and other materials
6. Design and layout
 - Structure of entries
 - Template for compilation
 - Tabulations
7. Technical questions
 - Software compatibility
 - E-mail contacts
 - Electronic development
 - CD-ROM version
 - Internet / Intranet versions
8. Timetable / Monitoring progress
 - Targets
 - Review meetings
 - Procedure
9. External liaison and consultation
 - Role of TDs and Members of N.I. Assembly
 - Officials
 - Relationship with official bodies
10. Publication
 - Selection of publisher
 - Design of book version (Ireland / Northern Ireland)

The European Language Initiative / Celtic Languages Initiative

PARLIAMENTARY AND PUBLIC SERVICE DICTIONARY PROJECT (IRISH-ENGLISH)

Team Meeting, Dublin, 19 February 1999

AGENDA

1. Introductions and welcome to Professor Gerry Stockman
2. Outline of project
3. Source materials (addition of collocations and examples)
 - * existing TELI database of local government and business
 - * existing English database of Welsh Assembly dictionary
 - * materials from Dáil Éireann
 - Phrases Used in Debate
 - Dáil Éireann Translation Unit database
 - An Tobar, Téarmaí Dí, Gaeilge don tSeirbhís Phoiblí etc
4. Additional source material
 - * ministries / departments - documents and interviews
 - Standing Orders
 - election forms and documents
 - Acts, White Papers etc
 - * generation of extended database - study of press and media
 - * programme of interviews
 - officials / elected members / 'consultants'
5. Technical matters
 - compilation of database
 - design of entries
6. Management of the project
 - allocation of tasks
 - timetable and targets
 - communication - co-ordination / review meetings
 - liaison with clients - progress reports
7. Publication
 - design of book
 - timing of publication
 - electronic version
8. Any other business

The European Language Initiative

Irish - English Dictionary Project

Cash - flow Projection (REVISED, March 1999)

Item	Jan	Feb	Mar	Apr	May	June	July	Aug	Sep	Oct	Nov	Dec	Totals
Editor	1	1	1	1	1	1	1	1	1	1	1	1	12
Editorial Assistant	1	1	1			1							4
Translators	1.5	1.5	1.5	1.5	1.5	1.5	1.5	1.5	1.5	1.5	1.5	1.5	18
Designer		1.5	1.5										3
Producer									2		2		4
Office	1		1			1			1				4
Travel		0.5		0.5		0.5		0.5		0.5		0.5	3
Totals	4.5	5.5	6	2.5	3	6	3	2.5	6	2.5	5	2.5	48

Notes:

All figures quoted are in £000s sterling.

The above figures do not include printing costs.

6 November 1998 (Revised: 10 March 1999)