



The Learning Together Fund

Guidance notes for Applicants

Enhancing Prevention and Early Intervention Policy,
Provision and Practice for Children and Young People

A What Works initiative funded through the Dormant Accounts Fund



Contents

| | |
|---|----|
| What Works –Learning Together Fund 2021 | 3 |
| Summary | 3 |
| What is What Works? | 3 |
| Important deadlines for this Fund | 4 |
| Purpose of the Guide for Applicants..... | 4 |
| Goal of the Fund | 4 |
| Objectives | 4 |
| Eligible Applicants | 5 |
| Funding Availability | 5 |
| Eligible Costs | 6 |
| Ineligible Costs | 6 |
| Eligibility check | 7 |
| Monitoring and verification | 7 |
| Communications | 8 |
| Submitting your Application..... | 8 |
| Award Criteria | 8 |
| Assessment Process | 9 |
| Notification and feedback | 9 |
| Information for successful awardees..... | 10 |

What Works –Learning Together Fund 2021

Summary

The 2021 “Learning Together Fund” is designed to support community and voluntary organisations, or networks of statutory and non-government organisations, to promote increased understanding and use of **evidence informed approaches to prevention and early intervention** services for children, young people and their families. The activities funded should focus on organising or accessing relevant learning, training sessions, workforce development opportunities while also putting a strong emphasis on future collaborations between peers and disseminating learning to larger audiences, including networks. All applications must have a focus on prevention and early intervention.

While additionality is a condition of funding, we expect that successful applicants will include existing collaborations that seek to enhance their practice and share their learning and challenges in a more structured, systematic and reflective manner.

The funding is being provided under the Evidence working strand and the professional development and capacity building strand of the What Works Initiative:

Evidence working strand: The aim of this strand is to harness the learning from prevention and early intervention initiatives and research and actively support the use of this learning as a source and resource to inform planning, delivery, evaluation and continuous improvements.

Professional development and capacity building working strand: The aim of this strand is to enhance the capacity and skills development of policymakers, providers and practitioners in the appraisal and application of evidence informed approaches in prevention and early intervention for children and young people through capacity building and development.

What is What Works?

The What Works Initiative, funded under Dormant Accounts, aims to take a coordinated approach to enhance capacity, knowledge and quality in prevention and early intervention for children, young people and their families, with a focus on those at risk of developing poor

outcomes. At the core of the initiative is a desire to foster persistent curiosity amongst those working to improve the lives of children and young people in Ireland. What Works aims to support key groups working with children, young people and families **to know what works, how it works and provide an evidence supported approach to the application of this work.**

Four key strands have been identified to embed and enhance prevention and early intervention in children and young people's policy, service provision and practice and these four strands under What Works can be viewed on our [website](#)

Important deadlines for this Fund

The What Works Learning Together Fund will be open to applications for funding support and depending on the volume of applications and funding availability there may be further rounds during 2021.

| Launch of Call | Application deadline |
|----------------|---------------------------|
| 9 April 2021 | 9:00am Monday 10 May 2021 |

Purpose of the Guide for Applicants

This guide provides practical information to potential applicants in preparing and submitting an application for the Learning Together Fund. In addition, it provides a general overview of the assessment process. The contents of this guide are for general information purposes and the assistance of applicants. In the event of any discrepancy arising between this guide and the Terms and Conditions/Acceptance Form, the latter will prevail. Accordingly, applicants must familiarise themselves FULLY with the [Terms and Conditions](#), before completing and submitting applications. The Department reserves the right to revise this Guide for Applicants.

Goal of the Fund

The fund's goal is to support professionals working in children and family services with their learning requirements, peer interaction, project collaborations and knowledge dissemination.

Objectives

- Support the establishment of long-term professional relationships between professionals working in this field.

- Support learning between children, youth and family services organisations
- Stimulate approaches to peer-to-peer support and sharing good practice
- Promote quality based service provision through adopting new & evidence informed approaches to work
- Inform future work planning for professionals working in the children and family sector through strengthening inter-agency collaboration.
- Support the learning of professionals in the area of prevention and early intervention
- Promote a culture of knowledge exchange for professionals working in the child and family field
- Encourage professionals working in the area of prevention and early intervention to access and use reliable data
- To support innovative ways for organisations to adapt their services to fit COVID 19 reality e.g. online activities
- To increase capacity to adopt an evidence informed approach including:
 - needs analysis
 - uses of data
 - service design
 - outcomes focused planning
 - measurement
 - monitoring, evaluation and review

Eligible Applicants

The fund is aimed at the community and voluntary sector, and coordinating networks such as Child and Family Support networks and Children and Young People's Services Committees who work with children, young people and their families and have a strong approach to prevention and early intervention.

Funding Availability

The What Works Learning Together Fund is funded by the Department of Children, Equality, Disability, Integration and Youth (DCEDIY) using Dormant Accounts Funding. Limited funding is available to support this scheme.

Grant allocations will be minimum of €1,500 and maximum of €20,000 per year per applicant. This means that an organisation may apply a number of times, up to a maximum of €20,000. Applicants should note that funding is on a once off basis and on-going funding will not be available.

All funding must be expended by 31 December 2021. Funding that has not been fully spent by this date must be de-committed i.e. returned to the Department of Children, Equality, Disability, Integration and Youth.

Applicants must take into account the impact of Covid restrictions and be confident that the project can go ahead in these circumstances – requests to carry forward funding as a result of delays caused by Covid will not be considered.

Eligible Costs

- Peer to peer networking and knowledge sharing events
- Knowledge sharing tools or resource development
- Digital activities e.g. training/seminars/activity tools for children, young people and their families
- Action Learning Sets
- Coaching and mentoring programmes
- Facilitator fees
- Administration costs – not to exceed 15% of overall funding awarded

Ineligible Costs

- Staff costs (e.g. salaries)
- Overheads
- Capital costs
- Equipment purchase & rental
- Costs already specifically covered by other funding
- Funding for individuals
- Travel costs

Eligibility check

The following eligibility criteria will apply:

- The project to be funded must be based in the Republic of Ireland and have its main impact in the Republic of Ireland.
- Applicants must have legal status i.e. a legal identity separate from the individuals who make up the membership of the organisation applying for funding. In the case of a network, the application must be made by a lead organisation, who will manage the project and the associated funding.
- Applicants must be involved in the provision of services to children, young people and/or their families.
- Projects must focus on prevention and early intervention
- Projects must have a built in assessment or evaluation of impact
- Applicants must demonstrate the existence or potential of a strong self-sustaining network, learning community or forum

Monitoring and verification

All costs must be clearly explained and justified on the Application and must be directly related to the delivery of the activities as described in section 3 – Timeline. Financial and activity monitoring and verification information and documents will be required on project completion, including:

- The grantee should provide access to relevant records including expenditure profiles, cash profiles, regular management accounts and annual audited accounts.
- These reports should be accompanied by a certificate of assurance signed at management level, (in general by two responsible persons for example at management or board level), certifying that the public money granted was used in accordance with the [terms and conditions](#) of the grant.
- A financial and a narrative report on the project within six weeks following completion of the proposed activities.
- An article and/or case stories from participants or beneficiaries of the project as appropriate, along with a short video recording describing the project and its benefits.

- Grantees must comply with the Statement of Principles for Grantees of Circular 13/2014, Management of and Accountability for Grants from Exchequer Funds.

Communications

You may be contacted to provide updates on the project to DCEDIY throughout the year. You are required to provide a swift response to these requests and agree that this information can be used for reporting and promotional purposes. All resources, tools and publications developed as a result of the funding must be made freely available to the DCEDIY for publication on the What Works website. We expect that participants benefitting from the fund will be willing to attend relevant learning events.

Any public statement concerning the project should include a statement that the project is supported by DCEDIY as part of What Works, funded by the Dormant Accounts fund and any material produced with this funding, including learning material must incorporate the DCEDIY, What Works and Dormant Accounts Fund logo and branding.

Submitting your Application

The [Application Form](#) must be signed and completed in full. Please note grant applications must be submitted by the deadline of 9:00am, Monday 10 May 2021 by email only to whatworks@equality.gov.ie. Hard copies will not be accepted. The email must be sent from, or cc, the signatory to the Application.

Award Criteria

The Assessment Committee will use the criteria outlined below to assess each application. This is a competitive process. Achieving the minimum score required is no guarantee of funding.

| Award Criteria | Weighting | Total Marks Available | Minimum Score Required |
|--|-----------|-----------------------|------------------------|
| 1. Quality and Impact | 0% | 1000 | 600 |
| a) Need to be addressed (including evidence provided for this need) (question 2.iv) | 40% | 400 | |

| | | | |
|---|-------------|--------------|--------------|
| b) Quality of proposed method for addressing this need (including quality of evidence to support chosen method). <i>(question 2.v)</i> | 30% | 300 | |
| c) Project reach (including quality of evidence for this) <i>(question 2.vi)</i> | 20% | 200 | |
| d) Longer term impact (including evidence provided) <i>(question 2.vii)</i> | 10% | 100 | |
| 2. Project and risk management | 50% | 1,000 | 600 |
| a) Quality of implementation plan (Timeline and Activities) <i>(question 3)</i> | 50% | 500 | |
| b) Appropriateness of budget <i>(question 4)</i> | 30% | 300 | |
| c) Ability to proceed in changing circumstances due to Covid <i>(question 2.viii)</i> | 20% | 200 | |
| TOTAL MARKS | 100% | 2,000 | 1,200 |

Assessment Process

Applications deemed eligible by the Department will be assigned for assessment. Those found ineligible will not proceed to the assessment phase. There is limited funding, therefore not all applications can be funded. Each application will be assessed by a DCEDIY panel on the extent to which it achieves the stated goals of the scheme.

Notification and feedback

Once the assessment process is complete, applicants will be informed of the outcome by email. Please note we may contact you for details before assessment. The Assessment panel's decision is final. The number of awards will be dependent upon the volume and quality of applications. All awards are based on funding availability. Applicants will be notified when a decision is made.

For reasons of transparency and fairness to all applicants, DCEDIY will not enter into written or telephone correspondence with any individual about the assessment process or their eligibility to apply.

Feedback will not be provided to applicants under this scheme (qualitative or numerical). Please note that the decision of the DCEDIY assessment panel is final and that no correspondence will be undertaken in relation to individual assessments or scoring.

Information for successful awardees

If approved, an appropriate grant contract will be agreed, after which the funding will be released. Applicants who have been successful must agree to the [Terms and Conditions](#) for this fund.

All funding provided must be expended by end December 2021. Any unspent funds at the end of the calendar year must be returned to DCEDIY.