

THE LEARNING TOGETHER FUND

TERMS AND CONDITIONS

All applicants, successful and unsuccessful, will be informed of the outcome of the evaluation process by email. A letter of award and an award acceptance form will issue to successful applicants. Successful projects will be completed by 31 December 2021.

Award Acceptance

Acceptance of the award is subject to these Terms and Conditions which, in conjunction with the Letter of Offer, will form the basis for the contract with the grantee. The award is held subject to these Terms and Conditions. If any of these are breached by a grantee, the Department of Children, Equality, Disability, Integrity and Youth (DCEDIY) may suspend or terminate the award and/or may require reimbursement of such payments as have already been made to the grantee. Payments under this scheme will only commence once a signed acceptance form has been received by the DCEDIY. **All funding must be expended by 31 December of the year funding is awarded.** 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. Awards may not be held or continued at an organisation, other, than the applicant organisation(s) specified in the application form, except with the prior agreement of the DCEDIY. Funding will only be provided for the proposal as presented in the application form.

Cessation of Award

Should a grantee under this scheme be unable for any reason (including medical reasons) to pursue his/her proposal in accordance with the Terms and Conditions of the scheme, he/she must inform the DCEDIY. (whatworks@equality.gov.ie) within two weeks of such a situation coming to his/her attention. In such situations, the DCEDIY will have regard to the usual conventions of the grantee organisation. However, given the basis on which grants are awarded, DCEDIY reserves the right to withdraw the award. The DCEDIY recognises that, for personal or professional reasons, a grantee under this scheme may wish to terminate the project. This should not be done without prior consultation with the DCEDIY as it may involve reimbursement by the grantee organisation to the Department of some or all funding made available up to the date of termination. Awards may not be deferred or transferred. It is

the responsibility of the grantee to inform the DCEDIY in writing of any change of address, telephone, or e-mail.

Grant Monitoring

At any time, projects may be required to provide updates on the project to DCEDIY throughout the year. A financial and a narrative report will be required 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 short video recording describing the project and its benefits will be submitted to the Department.

A template final report will be provided at the appropriate time by the DCEDIY. The report must be completed and returned to the Department accompanied by a financial report clearly related to the progress of the activities. It is the responsibility of the grantee solely to ensure that the report is filed by the due date. Failure to file report by the required date, or submission of an unsatisfactory report, may result in termination of an award. DCEDIY will have leave to seek recovery of monies which has been awarded under this Scheme. All awards may be subject to an external research audit and financial audit.

The timely submission of satisfactory reporting by the grantee will be regarded as a condition of holding the award. Failure to do so will oblige the DCEDIY to seek reimbursement of grant monies already paid. The Department reserves the right to terminate awards where necessary and without prejudice.

Acknowledgements

It is imperative that What Works Funding is acknowledged in all dissemination activities. The DCEDIY, What Works and Dormant Accounts Fund logos and branding must be used on all material.

Grantees are also required to notify the Department in advance of their:

- Participation in any significant events
- Attaining an award of significant merit
- Substantial participation in events of national interest

This can be done by emailing whatworks@dcediy.gov.ie.

Intellectual Property/Knowledge Transfer

The DCEDIY does not make any claim to intellectual property arising from the Award. It is a condition of funding that applicants provide a report for publication on the What Works website, as well as a short video describing the project and its outcome.

Award Funding

Grantees must comply with the Statement of Principles for Grantees of Circular 13/2014, Management of and Accountability for Grants from Exchequer Funds and all relevant procedures and legislation, in particular the Children First Act 2015 and Children First National Guidance, and also including but not limited to:

- National Vetting Bureau (Children and Vulnerable Persons) Act 2012;
- Criminal Justice (Withholding of Information on Offences against Children and Vulnerable Adults) Act 2012 and any other child protective measures and legislation;
- Public procurement guidelines;
- Taxation legislation including income tax and withholding tax;
- Tax clearance procedures including Dept. of Finance Circular 44/2006;
- Employment and pensions legislation;
- Prompt payment of accounts;
- General Data Protection Regulation (GDPR) (EU) 2016/679, the Data Protection Acts 1988-2018, and any guidelines and codes of practice issued by the Data Protection Commission in Ireland from time to time.

The What Works Learning Together Fund is intended as one off funding. No financial commitments will be made to projects beyond December 2021.

Payments are subject to compliance with the public procurement guidelines. Non-compliance may result in financial sanctions. This measure has been designed to take account of the Dormant Accounts Guiding Principles.