



An Roinn Leanaí, Comhionannais,
Míchumais, Lánpháirtíochta agus Óige
Department of Children, Equality,
Disability, Integration and Youth

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***What Works* Building Evidence Fund 023**

Guidance Note for Applicants

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

A Works Initiative through the Dormant Accounts Fund



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Summary

The 2023 Building Evidence Fund aims to promote the collection and use of data in prevention and early intervention services on activities and outcomes for children and young people; and to support the development and application of skills for effective monitoring, evaluation and analysis of prevention and early intervention services.

All applications must have a focus on prevention and early intervention.

The fund is open to practitioners and service providers working in not-for-profit organisations working with children, young people and their families and who have a strong emphasis on prevention and early intervention.

The funding is being provided under the evidence and data strands of the *What Works* Initiative:

Evidence 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.

Data strand: The aim of this strand is to improve access and use of data and information relating to children, young people and their families by aligning and developing what currently exists in this area.

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](#).



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Important deadlines for this Fund

The *What Works* Building Evidence Fund will be open for applications for funding support between the following dates.

Launch of Call	Application Deadline
28 th July 2023	17:00 Friday, 22 nd September 2023

Purpose of the Guide for Applicants

This guide provides practical information to potential applicants in preparing and submitting an application for the Building Evidence 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.

Applicants must familiarise themselves FULLY with the Terms and Conditions, before completing and submitting applications.

Goal of the Fund

The Building Evidence Fund’s goal is to promote the collection and use of data in prevention and early intervention services on activities and outcomes for children and young people; and to support the development and application of skills for effective monitoring, evaluation and analysis of prevention and early intervention services.

It will allow community and voluntary organisations to dedicate time and consideration to developing and improving their collection and use of data to assess the real-life impacts of their services on service-users, and to support their staff to access training on data collection and analysis so that they can use data in reporting on and evaluating their services. It is intended that the proposed Fund will also assist those working with children and families to collect, mine, analyse and publish data on their services that can provide better outcomes for children, young people and their families.

The Fund is also envisaged to help those working with children, young people and families to access training on collecting, research and analysis that improve outcomes for children and young people.

This Fund is in line with the Government’s commitment to develop a National Equality Data Strategy and aims to support service providers in strengthening the collation of equality data.



Applicants should consider the collection and use of data and evidence relating to prevention and early intervention services, in line with the wider aims of What Works.

Objectives

The 2023 Building Evidence Fund aims to:

- Support the establishment of good practice in prevention and early intervention services with respect to the use of data and evidence in planning, evaluation and delivery of service;
- Support service providers in learning how to use data to identify gaps in service delivery (locally and nationally, as relevant to their services), to track and review data relating to their own services, and to share evidence-informed evaluation of services/ approaches delivered. This will include equality data on access to services and availability of services to vulnerable and minority groups such as migrant communities, children with disabilities, children in single parent households, the Traveller and Roma communities and LGBTI+ youth;
- Assist the generation of data and the sourcing of data to demonstrate outcomes for children and young people;
- Ensure that data collection is proportionate and in line with best practice, assisting service users, practitioners, providers and funders to understand and demonstrate the impact of services;
- Encourage professionals working in the area of prevention and early intervention to access and use reliable data;
- Inform future work planning for professionals working in the children and family sector through the use of data and evidence;
- Support the learning of professionals in the area of data and evidence, as applies to their sector. This includes assisting professionals to access training in skills that would assist the collection and analysis of data.

Applications are invited to address the following needs:

- Investing in the resources required to begin collation and analysis of service-related data on activities and outcomes in prevention and early intervention services;
- Review the existing use of data collected to ensure that data collection is proportionate, appropriate and data is effectively used to inform practice and service development;
- Use of evidence to assess needs and changes in service delivery during and post-emergency situations;



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- Produce evidence of measured outcomes for the end-users;
- Demonstrates an alignment with the data requirements of funders of services provided (i.e. Tusla, HSE);
- Ongoing commitment to incorporating data and evidence in service planning for prevention and early intervention programmes.

Eligible Applicants

The fund is open to practitioners and service providers working in not-for-profit organisations working with children, young people and their families and who have a strong emphasis on prevention and early intervention.

Funding Availability

The *What Works* Building Evidence 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. The amount awarded will be dependent on the quality of proposed activities outlined in the application form, the ability to measure outcomes and the number of quality proposals received.

The proposed Fund is in line with the Dormant Accounts Fund's requirements that its funding is used to help people who are economically or socially disadvantaged by supplying opportunities for personal and social development or are educationally disadvantaged.

The total value of the Fund is €600,000. Grant allocations will be maximum of up to €50,000 per successful applicant. Applicants should note that funding is on a once off basis and on-going funding will not be available.

Payment and repayment of funding

Funding awarded must be spent in line with DPER's 13/2014 Circular regarding the management of and accountability for grants from Exchequers Funds and DPER's 05/2023 Circular regarding initiatives to assist SMEs in Public Procurement. Grant funds that have not been spent by the end of the contract term must be returned to the DCEDIY.

All awards will be subject to funding availability. All funding under the 2023 Building Evidence Fund is intended as once off funding. This funding will not be renewed.

Funding will be issued to grantees for spending within a 12 month period once contracts are established between DCEDIY and the grantee.



Eligible Costs

Eligible Costs	Ineligible costs
Training	Capital Costs
Staff costs (for duration of contract)	Large scale equipment
Upskilling training sessions	Travel Costs
Researcher fees	Individual funding
Venue hire / Online platforms	Costs covered by other Funding
Administration costs - not to exceed 15% of the overall funding	Costs that are not directly related to the delivery of this specific project
Small IT equipment including software - not to exceed 10% of budget	
Media production (e.g. podcasts)	
Costs associated with mining and analysing data	

Eligibility Check

- Statutory Organisations are not eligible to apply for funds under this measure, however, they can act as financial host organisations for successful applicants that are not set up with bank details.
- Applications from individuals are not eligible under this funding measure.
- One application per organisation will be allowed per project.
- Organisations already in receipt of funding from a Government Department for a similar project are not eligible to apply.
- Applicants will be asked to list all once-off funding that they have received for 2023.
- Applicants must identify the evidence or data they will use or track in the course of their project.
- Applicants must be based in the Republic of Ireland.

Monitoring and verification

All costs must be explained and justified on the Application and must be directly related to the delivery of the activities. 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.
- Successful applicants are required to provide the Department with progress updates on their projects throughout the year. This will include a mid-year report that accounts for the steps taken to achieve the outcomes as set out in the application, the reach and impact of the programme to date and preparation for the completion of the programme.
- Submitting a written end of project evaluation report, to include methodology, project achievements, self-evaluation and impact assessment. This final report will include the outcomes, the reach and impact of the programme as well as future planning that has derived from the funding, including the scaling up of the programme or plans to use data or evidence deriving from the programme in future programmes. Any research reports produced should also be submitted to the Department. Reports produced will be considered for inclusion on the What Works website.
- Submitting an end of project financial report, to include the final spending position and accounting officer sign off. All unspent funding accounted for must be returned to DCEDIY by end of month December, 2024.
- Submission of an end of project, 5 minute video detailing overview of project, methodology, reach, outcomes impact and potential to scale up and disseminate best practice also for inclusion on the What Works Website and presentation of at events/seminars/webinars.
- Participating in and contributing to future What Works seminars to promote shared learning (if required).
- Incorporating the Department of Children, Equality, Disability, Integration and Youth, What Works and Dormant Account Fund logos and branding on any promotional materials, other documents or publications produced as part of this funding.
- Grantees must comply with the *Statement of Principles for Grantees of Circular 13/2014, Management of and Accountability for Grants from Exchequer Funds*.
- Grantees must comply with the terms and conditions of the fund as well as the contract established between the grantee and DCEDIY.

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, and must provide the contact details for a point of contact for the application. Please note grant applications must be submitted by the deadline of 17:00 Friday, 22nd September 2023 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.

Assessment Process

Applications deemed eligible by the Department will be assigned for assessment. Those found ineligible will not proceed to the assessment phase. A shortlisting process may apply. 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.

Applications will be scored on the following criteria:

Award Criteria	Weighting	Total Marks Available	Minimum Score Required
1. Quality and Impact	0%	1000	600
a) Evidence of need to be addressed (including issues or difficulties faced as a result)	30%	300	
b) Quality of proposed method for collating or analysing data (including quality of evidence to support chosen method).	30%	300	



c) Project reach (including quality of evidence for this)	20%	200	
d) Longer term impact (including evidence provided and how data can be used to improve services)	10%	100	
e) Commitment and approach to include equality data on access to services and availability of services to vulnerable and minority groups.	10%	100	
2. Project and risk management	50%	1,000	600
a) Quality of implementation plan (Timeline and Activities)	50%	500	
b) Appropriateness of budget	30%	300	
c) Alignment with Department and Government initiatives such as the development of a National Equality Data Strategy and the What Works initiative.	20%	200	
TOTAL MARKS	100%	2,000	1,200

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.

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.



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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. Grantees will enter a contract with DCEDIY for a 12 month period. All funding must be spent by the grantee within this 12 month period. Any unspent funds at the end of this term year must be returned to DCEDIY.