

Invitation to apply for funding under the Integration Fund 2011 in Dún Laoghaire-Rathdown – Small Grants Scheme

The Office of the Minister for Integration has allocated funding to the Social Inclusion Unit of Dún Laoghaire-Rathdown County Council under the Integration Fund. This funding will be made available, by way of small grants, to groups to carry out activities and projects designed primarily to promote the participation and integration of legally resident immigrants into community life. For the purpose of this funding legally resident immigrants are: refugees, people with leave to remain, migrant workers and their families.

The total amount of funding available is €30,000 and we hope to get a reasonable distribution of activities and projects throughout the County of Dún Laoghaire-Rathdown. Proposals for project funding between €500 and €3,000 will be considered. The deadline for receipt of proposal forms is noon Wednesday, 2nd March 2011.

Applications are invited from:

- § Minority Ethnic Led Organisations
- § Local Community/Voluntary Groups
- § All groups and organisations that are engaged in organising and promoting events and activities aimed at integrating legally resident immigrants into the community

Conditions of Funding include (*please read grant guidance notes and conditions of funding before completing the application form*):

- § This funding must be used to carry out activities and projects that will help promote the participation and integration of legally resident immigrants into community life.
- § Social Inclusion Week is taking place from October 8th – October 14th and successful groups will be expected to showcase and highlight their activity/project during this week.
- § All activities and projects granted funding should be completed by Friday, 28th October.
- § An evaluation report of the activity/project undertaken (including a breakdown of all costs) must be completed and submitted to the Social Inclusion Unit by Friday, 25th November.

Seeking Proposals:

The Social Inclusion Unit of Dún Laoghaire-Rathdown County Council is now seeking proposals from groups within the County for relevant projects under this fund. Please send your application form (page 5) by email to: rfozzard@dlrcoco.ie or by post to Rebekah Fozzard, Social Inclusion Officer, HR & CDB Department, County Hall, Marine Road, Dún Laoghaire, Co Dublin

Purpose of the Scheme

The Integration Fund was awarded to dlr Social Inclusion Unit to meet the challenges of integrating newcomers into Irish Society. Local participation and links with the local community are key elements of Integration, along with access to employment, education, language training, access to institutions and services and inter-cultural dialogue.

The scheme provides small grants to groups for activities and projects designed primarily to promote the participation and integration of legally resident immigrants into community life.

Who can apply?

1. Minority Ethnic Led Organisations (ie organisations targeting a specific minority ethnic group and run mainly by legally resident members of that ethnicity)
2. Local Voluntary/Community Groups
3. All groups and organisations that are engaged in organising and promoting events and activities aimed at integrating legally resident immigrants into the community

Priority will be given to joint applications by minority ethnic led organisations and local voluntary/community groups.

Examples of events and activities that may be funded are as follows:

- § Intercultural events at a local level
- § Initiatives promoting interaction and understanding between immigrants and the wider community
- § Initiatives supporting access to the local labour market
- § Local sporting activities aiming to promote interaction between immigrants and the wider community
- § Initiatives that will add value to existing services by enabling/improving access and assisting integration at the local community level
- § Actions undertaken by organisations that seek to include new communities in their activities

How much of the cost will be met?

- § As there is only a limited amount of funding available under this scheme, the maximum grant available to each qualifying applicant is 80% of the cost of the proposed project
- § Project funding between €500 and €3,000 will be considered
- § The actual grant payable will vary, dependent on individual circumstances and needs and will take account of the overall demands that must be met under the scheme
- § Payment of the grant will be made in April 2011
- § Projects should be good value for money
- § Only one grant will be payable to each organisation

Please note: NO funding will be issued to an individual's bank account so the group/organisation must have their own separate bank account.

Application Assessment

Applications will be assessed on the following criteria:

- § Evidence of the need for the initiative
- § Extent to which the proposed project/activities will promote equality and participation
- § The potential for active participation and interaction between legally resident immigrants and members of the local community
- § The overall strength of the proposal and its potential effectiveness
- § Evidence that the proposal includes attainable and measurable targets and outcomes
- § Value for money
- § Sustainability

Note: Interaction with the local community must be an integral part of the project. It is not sufficient to provide services only to the specific ethnic minority groups. Priority will be given to applications that promote interaction across a range of ethnic groups and the local community.

Conditions for Funding

- § This funding must be used to carry out activities and projects in the County of Dún Laoghaire-Rathdown that will help promote the participation and integration of legally resident immigrants into community life.
- § Social Inclusion Week is taking place from October 8th – October 14th and successful groups will be expected to showcase and highlight their activities/projects during this week.
- § All activities and projects granted funding should be completed by Friday, 28th October.
- § An evaluation report of the activity/project undertaken (including a breakdown of all costs) must be completed and submitted to the Social Inclusion Unit by Friday, 25th November.

Tax Clearance Procedures

Individuals and groups applying for grants under this scheme do not have to be a limited company or a registered charity. However, in order to comply with the Government's tax clearance procedures they must provide the following:

Charities:

- § CHY Number
- § Copy of the letter from the Revenue Commissioners confirming the organisation's tax-free status
- § Copy of the most recent audited accounts

Other Organisations:

- § Tax Registration Number
- § Current Tax Clearance Certificate
- § Copy of the most recent audited accounts

Evidence must also be provided of:

- § A properly constituted organisation with a clear mandate from its community of interest
- § The ability of the organisation to raise the balance of funds needed to complete the project
- § A copy of adequate and appropriate insurance

Applications cannot be accepted from groups/organisations that do not provide the relevant documentation outlined above.

Performance Indicators - Report of the Activity/Project Undertaken

All applications must submit four performance indicators for the proposed project as part of their application. Performance Indicators are: measurable and attainable targets that must be set so that the success of your project can be evaluated by comparing these targets with the actual outcomes once the project is completed. They may include publicity/press coverage; how value will be added; increased participation of immigrant communities.

Reporting Requirements

A final evaluation report must be submitted to the dlr Social Inclusion Unit by Friday, 25th November 2011.

This report must include:

- § An account of the events and activities that have taken place
- § A section where you compare your performance indicators with the actual outcomes of your project
- § A record of the income and expenditure during the project's lifespan
- § A copy of all receipts
- § Pictures of activity/project undertaken (where applicable)

Use of Funds

Grant funds should only be used to carry out the projects/activities outlined in the application form. The dlr Social Inclusion Unit must be informed of any difficulties that arise that may affect the implementation of the projects/activities as outlined in the grant proposal. Furthermore, if the proposed

initiative fails to materialise, the grant should be returned as soon as possible with an explanation as to why the proposed project/activity was not carried out.

Publicity Requirements

This fund is financed by the Office of the Minister for Integration. Therefore the logo of the Office of the Minister for Integration should be displayed on all publicity material, publications and events held in association with the initiative. Furthermore, the beneficiary should give appropriate public recognition to the dlr Social Inclusion Unit.

Assessment of Applications

After the closing date for applications has passed, a representative committee will meet to assess the applications received. Their decision shall be final and there will be no appeals process. Successful applicants will be notified in writing.

How to Apply

Your Application should be sent by email to: rfozzard@dlrcoco.ie or by post to:

Rebekah Fozzard
Social Inclusion Officer
HR & CDB Department, County Hall,
Marine Road, DúnLaoghaire, Co Dublin

Mark all correspondence 'Integration Fund 2011'.

In order to process your grant application, please ensure that all relevant additional documentation is included with the completed application form. Any other supporting information that will assist your application can be submitted, but cannot replace the application form.

The deadline for receipt of completed application forms is

Wednesday, 2nd March 2011, 12noon

Applications received after this date will not be considered

Integration Fund 2011 Application Form
Small Grant Scheme

1. Contact Details – Lead Organisation

Name of Lead Organisation:	
Name of Contact Person(s):	
Address for Correspondence:	
Contact Phone Number (landline and Mobile):	
Email Address:	
Website:	

Contact details for other partners in the project (if applicable)

– if more than two partners provide additional details on separate sheet

Name of Organisation:	
Name of Contact Person:	
Address for Correspondence:	
Contact Phone Number (landline and Mobile):	
Email Address:	
Website:	

2. Proposal/Project Details

What is the title of the proposal?	
What are the aims and objectives of the proposal?	
Please give a brief description of the proposal – include details about: a) The target group b) How the proposed needs were identified c) Where the project will take place d) How many will benefit from the proposal	

<p>Outline how the proposal will:</p> <ul style="list-style-type: none">a) Support integrationb) Support interaction between legally resident immigrants and the local community	
<p>When are you planning to undertake your activities /project?</p> <p>Please include a time scale so the progression of the project can be monitored.</p> <p>Please note the deadline for project completion is Friday 28th October</p>	
<p>What are your performance indicators for this project? (see guidance notes)</p>	

6. Declaration:

To be completed and signed by the contact person for this proposal:

On behalf of

I wish to apply for funding towards

the proposal outlined above and I hereby declare that the information given in the form is true and complete to the best of my knowledge.

Name:

Signature:

Date:

Note: The Dún Laoghaire-Rathdown Ethnic Minority Integration Forum (DLREMIF) was established in May 2010 to represent local ethnic minority communities have a voice. Currently there are representatives from 12 ethnic minority communities on this Forum. The mission of the Forum is to work in collaboration with stakeholders that operate within the County of Dún Laoghaire-Rathdown to ensure that their plans and policies reflect the social, cultural and economic needs of ethnic minority communities in the County.

If you would like more information about the Forum please mark this box

If you have any queries in relation to the funding please contact:

Rebekah Fozzard,

Social Inclusion Officer,

HR & CDB Department, County Hall, Marine Road,

Dún Laoghaire, Co Dublin

Email: Rfozzard@dlrcoco.ie

Phone: 01-2047924

The deadline for receipt of proposal forms is

Wednesday, 2nd March 2011

12 Noon