

1. Why has the name of the Grant Scheme changed?

In line with the new Strategy and to reflect new thinking, nationally and globally, we are changing the term we use to describe our work from Development Education to Global Citizenship Education. Our programme will continue to be underpinned by the 12 core principles as set out in the Code of Good Practice for Development Education (IDEA 2019).

2. Do all organisations have to submit eligibility criteria forms?

If an organisation was deemed eligible to apply for funding in the 2019, 2020 or 2021 Development Education Call for Proposal they do not need to complete this step of the application process and can proceed directly to submitting the application form and related documents.

3. Does an organisation have to wait for an Eligibility Criteria Form to be acknowledged before preparing a grant application form?

Yes. All applicants who are required to submit an eligibility criteria form will be notified of their eligibility status by 30 November 2021. Eligible organisations should then proceed to complete the Global Citizenship Grant 2022 application form. If an organisation has not heard from Irish Aid by this date, please contact Irish Aid to confirm the status of the eligibility request.

4. Are organisations eligible to apply for funding under this call if they are in receipt of Irish Aid Civil Society funding?

Organisations that are in receipt of funding from the Civil Society Fund (CSF) are eligible. However, organisations in receipt of Civil Society Programme Grants or are Strategic Partners on Global Citizenship Education are not generally eligible to apply.

5. Please advise in relation to the requirement to have available audited accounts for the past two years

Organisations must submit annual accounts for the two most recent available financial years, which are both:

- Externally and independently audited in cases where the annual organisational income exceeds €100,000.
- Available on the organisation's website by 26 November 2021.

6. Do the annual audited accounts have to be submitted along with the Eligibility Criteria Form?

Organisations with annual income over €100,000 must submit the past two years' externally audited accounts, along with the completed Eligibility Criteria Form.

Organisations with annual income below €100,000 must also submit the previous two years' accounts, but they do not need to be externally audited.

As per the Charity Commission NI an independent examination is needed for all registered charities that have a gross income up to £500,000 in the relevant financial year. For charities with gross income exceeding £500,000 in the relevant financial year a statutory audit is required.

Organisations not required to submit an eligibility criteria form should submit these (audited) accounts with their applications forms.

7. If an Organisation's 2020 accounts are not currently available or finalised, will 2019 and 2018 audited accounts suffice?

Yes. Applicants are encouraged to also send in draft 2020 accounts if these are available. Final audited accounts should be shared as soon as they are finalised.

8. What if organisational audited accounts have been forwarded with the Eligibility Criteria Form or main application form but they are not yet on the website as per Section (2) (ii) of the Form?

As per the eligibility criteria, applicant organisations must have their audited accounts available on their website, at the latest by the eligibility deadline date of 26 November 2021.

9. What if an organisation does not have a website?

Irish Aid strongly encourages all partners to have a website in the interest of transparency. However, if at this point in time your organisation does not have a website, it can still be considered eligible.

10. What if I want to work in partnership with other organisations?

Irish Aid welcomes and encourages partnership between organisations working on Global Citizenship Education. If applicants wish to work formally in partnership with another organisation to implement a joint project or programme, sub-granting can take place but Irish Aid must be satisfied that appropriate financial management and governance arrangements are in place. If an organisation is on-granting, a Flow of Funds Reporting Template must be requested from Irish Aid.

11. Is an 'Own Contribution' or income from 'Other Funders' necessary towards the cost of the project in order to be successful with an application?

No. However, a contribution from sources other than Irish Aid towards the full cost of the project is desirable.

12. How can an organisation apply for DEAR co-funding?

An organisation applying for EU funding for a Development Education and Awareness Raising (DEAR) project can apply to Irish Aid for DEAR co-funding. When the organisation is applying to the EU, a letter should be sent to Irish Aid providing an overview of the project and the projected co-funding requested. Irish Aid may then agree to provide this funding subject to final appraisal and approval by the EU. No deadline applies to this process.

In each year, the maximum funding available is up to 10% of total funds received from the European Union by the Irish based organisation. Funding is available for a maximum **three-year period**, and will be limited to one per organisation for the duration of each grant.

13. Will an appraisal scoring system be used to evaluate 2022 application?

Yes. A scoring system will be used as part of the overall appraisal process. Feedback will be provided to individual organisations at the completion of the Global Citizenship Education Grant call.

The five areas under which proposals will be appraised will be as follows:

- Project proposal – quality of proposed project and capacity to deliver.
- Global Citizenship Education approach.
- Strategic Approach
- Evidence of Change
- Governance and Financial oversight

In 2022, a key part of the appraisal criteria will be to assess the level of innovation in the proposed initiative. For partners with a track record of support from Irish Aid, innovation will be a key criteria to deciding on any increased funding over and above the baseline of 2021 funding.

14. Is there a formal appeals process?

No. Applicants are appraised as part of an open and robust process by the Global Citizenship Education Grants Committee, with support from independent external experts representing various sectors. These appraisal reports will be available to applicants.

15. Is the development of resources supported under this call?

Yes. A proposal for the development of resources is deemed eligible for funding in the 2022 grant round, where there is a clearly identified need or gap in available resources. Please note that printing of resources is not deemed eligible expenditure, other than materials required, for example, for workshops. All resources should be shared with www.developmenteducation.ie. Please refer to the most recent audit of development education resources which is currently being finalised by 80:20.

16. Is funding for projects with post-primary schools provided under the 2022 Grants call?

No. Irish Aid has agreed a strategic programme for all support to post-primary schools through its *WorldWide Global Schools Programme (WWGS)*. This programme (which

includes a small grant scheme) encompasses all post-primary school based Global Citizenship Education activities including support for school linking and immersion, curriculum development and CPD courses with teachers.

17. Is work with primary schools eligible under the 2022 Grants call?

Yes. Primary schools work is eligible under the Global Citizenship Education Grant call. Proposals confined to individual schools are ineligible.

18. What are eligible costs / what costs are allowed?

- **Direct Costs** are those costs that can be specifically associated with the project (for example project activities/outputs, project personnel salaries). Direct project costs should be set out at objective and associated output level and should include a breakdown under the following headings; project personnel costs, event costs (i.e. venue hire, equipment hire, refreshments, IT platforms to support virtual events, etc.), project transport costs (if required) and material costs/fees, (i.e. printed materials, QQI fees or other course/qualification fees etc.) Monitoring and Evaluation of the project can also be included as a direct cost. Partners are strongly encouraged to ensure an evaluation of the project takes place periodically. A budget allocation for evaluation can be included.

Indirect Costs are costs that are in support of project objectives but not necessarily incurred for the project and so cannot be readily associated with the project (for example administration, audit, financial services,). Irish Aid will support overhead costs (up to 10% of the total direct costs requested from Irish Aid) under this category. Please note that it will be considered a serious compliance issue if indirect costs exceed 10% of the Irish Aid grant.

19. What is the Income dependency rule?

Income received from Irish Aid, either directly or indirectly, must not exceed 90% of the overall organisation income of the applicant. Otherwise, the applicant is deemed ineligible under the call.

20. Is there a minimum amount that may be applied for?

In principle, only applications for a minimum of €10,000 annually will be considered. The maximum that organisations may apply for is €180,000 annually.

21. What is meant by a “legal representative”?

A legal representative is a person within the organisation who is legally authorised to act on behalf of the organisation i.e. can sign contracts.

22. What are the rules governing the use of the Irish Aid logo?

Organisations receiving support from Irish Aid are required to comply with the logo and publicity guidelines. All recipients of Irish Aid funding are required to acknowledge Irish Aid funding in a clear manner in annual reports, websites, publications and in publicity material (including online material) related to the funded project and, where appropriate,

at project sites. Prior written authorisation for the use of the Irish Aid logo must in all cases be obtained from Irish Aid. Audited accounts must also explicitly include reference to the contribution from Irish Aid.

23. Does the 20-page limit for the application form exclude the guidance pages at the end of the form?

Yes, it does. The page limit is 20 pages excluding Annexes A, B and guidance. The guidance pages should be removed before submitting the application.

24. Is QQI certification necessary to be eligible for grant funding?

It would depend on the context and the project whether full certification is necessary to deliver a quality project.

25. For personnel costs, is the full salary of the staff member covered?

The full cost of the relevant person(s) working on the project can be charged to the project if they are working 100% on the project. If they are working a portion of their time on the project, then a percentage cost should be charged. This should be clarified in the final table of the budget.

26. Can resources to evaluate the project be funded?

If a project has been operating for a number of years and it is agreed between Irish Aid and the partner that an independent evaluation would be beneficial for the specific project then evaluation costs can be included under direct project costs.

27. Can seed-funding for local groups to carry out their Global Citizenship Education Projects be allowed?

Sub-granting can take place if adequate checks and accountability are in place. See questions 9 and 10 above.