

**N.B. This public information is draft and may be subject to minor change.**

**The grants are not yet live. You cannot yet apply or get further information.**

**Derry City and Strabane District Council PEACE IV Partnership**

**PEACE IV Small Grants Programme**

Priority 1: Promoting Peace and Reconciliation

Objective 4.1: Building Positive Relations at a Local Level

Opening Date: TBC September 2017

Closing Date for Expressions of Interest: TBC September 2017

Closing Date for Submission of full applications: TBC September/October 2017

**Small Grants Initial Guidance Notes**

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**1.0 What is the PEACE IV Small Grants Programme?**

The PEACE IV Programme is an EU (European Union) funded programme designed to support peace and reconciliation in Northern Ireland and the border region. The EU’s PEACE IV Programme is managed by the Special EU Programmes Body (SEUPB). Specific Objective 4.1 is the measure under which local councils have secured PEACE IV funding. The specific objective for the programme is: ‘The promotion of positive relations characterised by respect and where cultural diversity is celebrated and people can live, learn and socialise together, free from prejudice, hate and intolerance.’ Activities under wider PEACE IV programme will focus on developing strong inclusive civic leadership that promotes positive relationships, encourages dialogue, and supports practical efforts to bring about change between individuals and communities. Initiatives should evidence commitment to tackling real and complex issues, such as sectarianism and racism.

The programme also has two horizontal principles:Sustainable Development and Equal Opportunities. There is a strong focus on sustained, meaningful and purposeful cross-community work (sustained being identified as lasting a minimum of 6 months with 26 hours of cross-community contact) and on cross-border engagement. There is minimal single-identity work allowed and this is only in exceptional circumstances leading to sustained cross-community work.

More information on the broader PEACE IV context is available on [www.seupb.eu](http://www.seupb.eu)

Under Objective 4 ‘Building Positive Relations at a local level and Specific Objective 4.1 ‘Local Authority Action Plans,’ Derry City and Strabane District Council has secured funding for local Peace and Reconciliation work. More information across our programmes at a local level is available on our website [www.derrystrabane.com/Peace-IV](http://www.derrystrabane.com/Peace-IV) You can also sign up for our monthly e-newsletters on this site.

At a local level our guiding vision is that ‘By 2021 Derry and Strabane will be a peaceful and shared society where good relations are embedded, our communities inclusive and connected and where all cultures and traditions are respected.’

This specific small grants process is part of the broader PEACE IV Programme. Please read these guidance notes before completing the application form.

As well as background information, this document provides guidance on how to apply, details of how we assess applications as well as help-notes for completing the application form.

We would only recommend this small grants programme for groups with previous experience of managing significant levels of public funding given the input required to meet EU requirements in both applying and managing your project. Please do not apply if your project does not have a strong focus on peace and reconciliation which meets the key criteria outlined for the funding stream.

**1.1 How does the fund work?**

This is the only round of funding which we anticipate being issued by the local Peace IV programme. It is for project costs for local cross-community Peace and Reconciliation work which meets the programme criteria. Applications will be in two stages:

* Expression of interest
* Full application

Further details on this are below.

**1.2 What is the timescale?**

The grants open for applications in September 2017 TBC It is expected that groups will be informed of the outcome of their applications by December 2017 TBC. It is anticipated projects will begin delivery from January 2018 and be fully closed and claimed by December 2020. Programming within all projects must be a minimum of 6 months duration.

**1.3 How much is in the small grants programme?**

There is a total of £500,000 within the programme. There is a possibility that this figure will increase slightly dependent on a future re-bid decision from the SEUPB (Special European Programmes Body). The minimum grant is £10,000 and the maximum is £50,000. It is estimated in the range of 11-18 applications will be funded and that the programme will be highly competitive. The funding will be split equally across our five criteria areas. In the event of one area being under-subscribed the funding will be allocated into other criteria areas based on a formula of eligible demand above the threshold in those areas.

**1.4 Who can apply?**

Applications are welcomed from constituted community and voluntary sector groups based within the Derry City and Strabane District council area. Groups based outside the council area are not eligible to apply except as a named partner on an application where the lead applicant is based within the council area. Partnership working is welcome.

**1.5 Are multiple applications permitted?**

Only one application per organisation per criterion is permitted. An applicant organisation may however choose to apply under a maximum of two specific criteria areas so long as the total amount requested by any one organisation is still set at the maximum £50,000. For example, an organisation may submit one application for £25,000 under‘Criterion 1: Projects with those most impacted by the Troubles.’ and a second application for £25,000 under ‘Criterion 2: Removal / Re-imaging of permanent political demarcation of territory.’

Should an applicant submit more than two applications they will be contacted to withdraw their additional applications as only a maximum of two will be assessed. Should an applicant apply for more than £50,000 in total they will be contacted to withdraw one or more full applications as only a request up to the maximum £50,000 will be assessed.

**2.0 What is the funding for?**

This information is broken down below into Specific Programme Criteria and General Programme Criteria. You should consider the information below carefully when developing up your project application.

**2.1 Specific Small Grants Programme Criteria.**

The grants will focus on issues and areas **not** extensively covered in the rest of the local Peace IV programme. All applications must therefore select **one** of the following criteria under which to submit their application:

**Criterion 1: Projects with those most impacted by the Troubles.**

This includes work with Victims/Survivors, Political Ex-prisoners, Former security forces etc.

**Criterion 2: Removal / Re-imaging of permanent political demarcation of territory.**

This includes community engagement processes leading to agreed solutions implemented on eg. flags, kerb painting, sectarian murals, emblems etc. to enhance shared space. Projects will only be eligible for this criterion if they are for geographical areas outside of PEACE IV defined interface and shared spaces programmes.) Interface areas ineligible are: Fountain/Bishop Street Interface, Irish Street/Top of the Hill Interface, Tullyally/Currynierin Interface. Shared Spaces areas ineligible are: Castlederg and surrounding area, Bonds Street/Triangle/Shepherds Glen; Strabane and surrounding area; Newtownstewart and surrounding area.

**Criterion 3: Community Education/Programmes to tackle culture of punishment attacks**

The focus of this criterion is around community awareness and education. Specific mediation work on punishment attacks is not eligible.

**Criterion 4: Programmes intensively tackling reconciliation issues not covered in depth elsewhere in the local PEACE IV programme**

Local PEACE IV programme details are on [www.derrystrabane.com/Peace-IV](http://www.derrystrabane.com/Peace-IV) Relevant areas of work specifically identified as not already covered in depth elsewhere in the local programme include: Parading; loyal order engagement; tackling current paramilitary influence; inter-faith/inter-denominational community education.

**Criterion 5: Cross-community programmes with strong reconciliation focus in geographical areas of DCSDC not already named in other PIV local programmes *and* which work with participants who have not previously engaged significantly in cross-community work.**

The geographical focus of this criterion is fairly wide across the council area. Many rural areas or non-interface single identity urban areas may be eligible. Ineligible areas include designated interfaces and shared space programme areas named in criterion 2; work in St.Columb’s Park; and bonfires programmes in specific communities. The cross-community participant balance and reconciliation focus of projects under this heading should be very strong. Participants in projects under this criterion must be those with highly limited previous experience of cross-community work.

Limited single-identity work will be considered under the above criterion where a strong peace and reconciliation rationale is given and where it builds towards sustained cross-community work at the middle or end of the programme.

**2.2 General Programme Criteria**

These small grants must meet the overall requirements of the PEACE IV Programme as set out by SEUPB (Special European Programmes Body). The following points explain how applicants must consider this within their applications.

**2.3 Cross-community target.**

The PEACE IV Programme is a cross-community programme in principle and this applies to our grants programme. As required by the funder, SEUPB, generically across all our programmes we are seeking targeted over-representation in comparison with council wide population statistics of BME and PUL minority groups to ensure heightened cross-community impact. Our cross-community target is that across our programmes there will be 48% Catholic/Nationalist/Republican, 48% Protestant/Unionist/Loyalist, 4% Black and Minority Ethnic participants. ‘Success’ will be defined as ‘a variance of no more/less than 20%’ across the entire programme between numbers from CNR and PUL participants. Applicants to this small grants programme should bear this target in mind as most funded projects should be focused on it. Limited exceptions will be allowable where funded projects are dealing with highly complex and sensitive peace and reconciliation issues. In exceptional circumstances limited single-identity work with participants will be considered where it builds towards sustained cross-community work at the middle or end of the programme.

**2.4 Participant numbers.**

The PEACE IV programme has a specific number of participants to reach. Council must reach its overall target or a financial penalty will apply. The small grants programme must engage a minimum of 610 participants overall. Whilst initially this appears low, applicants to the small grants programme should take clear note of what counts as a ‘participant.’ A ‘participant’ is a person who:

* Is not already engaged as a participant in any other Peace IV Programme under Derry City and Strabane District Council’s Peace IV measure 4.1 programme **and**
* Completes a standard baseline questionnaire at the start of the project and a standard questionnaire at the end of the project to measure impact **and**
* Is engaged in face to face sustained, purposeful and meaningful cross-community contact over a minimum of 6 months for at least 26 hours.

For example, someone who attends part of a programme once or twice, or who joins in at the start but drops out after four months cannot be counted as a participant. Every grant aid application will have to define how many participants it will engage. It is recommended that a minimum 15% ‘drop out’ rate is built into all figures to allow for any drop out during the duration of the grant-aided project. The more money you apply for, the higher the minimum number of participants you will be expected to have. The scale for this correlates to the nearest whole number in thousands of your budget as shown in the table below:

|  |  |  |
| --- | --- | --- |
| Total applied for | Minimum participants | Participant target adding minimum 15% ‘drop out’ rate. |
| £**10**,000 | 10 | 12 |
| £**15**,000 | 15 | 18 |
| £**20**,000 | 20 | 23 |
| £**25**,000 | 25 | 29 |
| £**30**,000 | 30 | 35 |
| £**40**,000 | 40 | 46 |
| £**50**,000 | 50 | 58 |

There is no issue with reaching more than the minimum applicable number of participants. This is encouraged.

**2.5 Participant’s geographical area.**

These small grants are for projects which primarily (but not necessarily exclusively) benefit residents of the Derry City and Strabane District Council area and its immediate cross-border hinterland. Cross-border participation is encouraged but not essential. Projects must impact on Peace and Reconciliation issues within the council area and may or may not also positively impact Peace and Reconciliation issues in Donegal. Applicants to the small grants programme must ensure their projects have local participation and local benefit.

Participants from outside the above areas are eligible so long as a) they are resident within Northern Ireland and the southern border counties (Donegal, Cavan, Monaghan, Leitrim, Louth, Sligo) and b) the project has local benefit and local participation as its primary focus. Including participants from outside the council and Donegal border area should generally only be for purposes of either enhancing the cross-community ratio or enhancing the peace and reconciliation impact. For example if including 10% of participants from outside the council and border area means that the cross-community balance on the project is enhanced, that would be acceptable. If a project sought to link with a participant group from elsewhere to enhance peace and reconciliation learning locally, that would be acceptable.

**2.6 ‘Sustained’ nature of the small grants programme.**

As sustained, meaningful and purposeful cross-community contact has to be achieved it should be clearly noted that ‘one-off’ festivals or events are not eligible. All projects must be of a minimum 6 months duration with a minimum 26 hours contact time built in. As indicated above this 26 hours/6 months contact must routinely be cross-community in nature with limited exceptional circumstances being allowed for. There is no issue with projects having more than 26 hours/6 months cross-community contact time – this is strongly encouraged. Equally projects may choose to build in some additional single-identity work so long as the cross-community sustained contact time is also met within their overall project.

**2.7 Schools work.**

Applicants should note that schools work (i.e. work in schools or with schools) is not eligible unless it is entirely extra-curricular i.e. delivered entirely outside of the normal school hours. This is because SEUPB have a separate area of PEACE IV funding for schools work and do not therefore allow local councils to undertake schools work in their programme. Grant Aided projects will be community focused in nature.

**2.8 Evaluation and Monitoring**

Applicants will clearly set out their project-specific approaches to evaluation and monitoring. Each project will have it’s own individual targets and milestones. Applicants are also advised however to bear in mind that all participants (i.e. Counted participants taking part for minimum 6 months 26 hours contact time) must complete a standardised baseline and end of project questionnaire. Some allowance made for a child/youth friendly shorter version of the questionnaire. Projects will need to build in time for this within their project delivery. Questionnaires will generally be filled in electronically on i-pads loaned from the PEACE IV team and will take an estimated 20 minutes to complete per person for the ‘baseline’/initial questionnaire and 20 minutes for the end of project questionnaire.

The questionnaires which will track progress on **14 specific target outcomes** which your project will be expected to have positively impacted as follows:

* 7% increase in the % of project participants who think relations between Protestants and Catholics are better than they were five years ago
* 8% increase in the % of project participants who think relations between Protestants and Catholics will be better in 5 years
* 8% increase in the % of project participants who know about the culture of minority ethnic communities
* 5% Improved understanding of people’s own and other’s heritage and culture.
* 5% Improved tolerance, respect and celebration of cultural diversity.
* 5% improvement in attitudes towards cross-community and cross-border activities
* 5% improvement in Level of contact with other communities and ethnic minorities.
* 5% improvement in level of trust and tolerance,
* 5% decrease in level of prejudice
* 5% increased sense of belonging and involvement in civic life and local communities by participants.
* 5% Improved capacity and confidence of participants in addressing sectarianism and racism and positively influencing wider attitudes within their communities.
* 5% increase in participants who socialize or play sport with people from a different religious community
* 10% improved confidence to use and share ‘new’ spaces used during the project
* 10% improvement in perception of spaces used during the project as ‘shared’

It is understood that not all projects will impact all of the above criteria to the same extent, however it would be useful to bear the above in mind when designing your project.

**3.0 How do I apply?**

Applications are done online on [www.dcsdgrantaid.com](http://www.dcsdgrantaid.com) If you are unable to complete your form on line, contact the PEACE IV team and a hard copy will be provided. There are **two stages** to the application:

**3.1 Expression of Interest**

This stage is a straightforward form. It is not assessed and it is not competitive but it does include an eligibility check. It is essential that you complete the Expression of Interest before its closing date. **Failure to do so will mean that you cannot complete the full application form.**  The form has a number of purposes. Primarily it focuses applicants on what type of project might be relevant to this funding stream and generates you a reference number for your project which allows you to access the full application form. It checks the eligibility of the applicant organisation and will also mean that you receive an invite to an optional more detailed information session about the PEACE IV grants. Applicants will be strongly encouraged to attend one of the detailed information sessions as it will provide generic advice on the funding stream which will help you to understand the full process and the application form.

**3.2. Full Application**

The full application form is competitively assessed (scored). It is a more detailed form in which the applicant has the opportunity to present information on their project including how it meets the programme criteria, how it will be effectively managed and what the budget will be. Further detailed guidance notes specific to the sections of the application form will be available online after completion of the expression of interest form. Applicants are strongly encouraged to read those guidance notes and to attend one of the detailed information sessions before submitting their full application form.

**4.0 How will decisions be made?**

Derry City and Strabane District Council may not be able to fund all projects which score above the threshold as there may be more applications than there is funding available. All applications will be carefully considered. They will be looked at and assessed by a panel of Council Officers and ratified by a panel of representatives from the PEACE IV Partnership, the Business and Culture Committee, Full Council and the SEUPB (Special European Programmes Body).

**4.1 Review Procedure**

If you believe the Funding Process has not been followed correctly or your Application has been incorrectly scored you may request a review **within seven working days** of receiving your Letter of Outcome in writing to:

Stephen Gillespie

Director

Business and Culture Directorate

Derry City and Strabane District Council

98 Strand Road

Derry

BT48 7NN

**A Senior Council Officer will review the process and equality of scoring within the funding and respond to your Review Request.**

**5.0 Contact with the Council PEACE IV Team:**

Officers can provide advice on the Expression of Interest form as this is not a scored part of the process. In terms of the actual application, officers can advise only on the process, not on the content of your application form. Assistance will only be available during office hours: 9.00a.m. – 5.00p.m., Monday to Friday. The team can be contacted as follows:

E-mail: [peace@derrystrabane.com](mailto:peace@derrystrabane.com)

Tel: 028 71253253 ext 6935

**6.0 Deadline for submission of applications**

Applications are routinely made online. However if you are submitting your application by hand or by post, you should send it to:

PEACE IV Small Grants Programme

Business and Culture Directorate

Derry City and Strabane District Council

98 Strand Road

Derry, BT48 7NN

Or

PEACE IV Small Grants Programme

Business and Culture Directorate

Derry City and Strabane District Council

47 Derry Road

Strabane, BT82 8DY

Applicants are reminded that the deadline for submission of Expressions of interest is 3.00p.m. on xx/xx/xxxx. **Under no circumstances will an application be deemed eligible after the 3:00p.m. deadline. The Expression of Interest stage is essential for an applicant to proceed to full application.**

Applicants are reminded that the subsequent deadline for the submission of full applications is 3.00p.m. on xx/xx/xxxx. **Under no circumstances will an application be deemed eligible after the 3:00p.m. deadline.**

Please note that all projects will be subject to a monitoring and evaluation process. Please read all documentation carefully before submitting your application.

**Remember: an official receipt must be obtained from a Council Official from the Business and Culture Directorate if the application is delivered by hand.**

If posting, it is recommended that you do give due regard to delivery times specifically during holiday time including Bank Holidays to ensure that your application is delivered by the closing date.

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