



## **Traveller and Roma Pride Week Funding**

### **Call for Proposals 2019 Guidelines**

## Overview of the Call

In accordance with Action 1 of the National Traveller and Roma Inclusion Strategy 2017-2021:

*“The Department of Justice and Equality will support, strengthen and expand Traveller Pride Week and increase national awareness of the event.”*

As part of its remit, the Equality Division endeavours to promote positive communications in relation to the Traveller and Roma Communities. This call, issued by the Equality Division, Department of Justice and Equality, is for proposals for funding to host events promoting Traveller and Roma Pride Week in May and June 2019.

Funding will be awarded for events to take place during Traveller and Roma Pride Week 30 May – 16 June 2019. In exceptional circumstances proposals outside this time frame may be considered.

This funding, up to a maximum of €2,000 for each approved project, will be available for suitable projects which celebrate Traveller and/or Roma Culture. The event should:

- Involve the active participation of members of the Traveller and/or Roma community at all stages of the project (planning, implementation etc.).
- Celebrate and promote Traveller and/or Roma culture.
- Promote a positive image of Traveller and/or Roma Culture to the wider settled community.
- Members of the settled community must be included and invited to the event.
- The event must be accessible to an open public audience where possible.

## Call Details

<b>Indicative Funding Allocation</b>	The maximum grant amount that can be applied for is €2,000.
<b>Method of Funding</b>	Funding will be in the form of a grant to be issued in a single payment after the event and is subject to the receipt of official invoices for all expenditure. <b><u>Payments to individuals will only be made for vouched travel and subsistence.</u></b>
<b>Duration of funding</b>	Funding will be on a once off basis.
<b>Applicants</b>	<p>Public and private bodies are eligible to apply, (in the case of public bodies, in respect of activity additional to their core functions).</p> <p>Applicants must be legally constituted at the point of signing a grant agreement and must be able to enter into a legally binding grant agreement.</p> <p>If more than one organisation is applying for the funds, one organisation must be selected to be the lead applicant. If successful, it is this lead applicant who will sign the grant agreement and will carry the liability for ensuring its terms are met by them and all delivery partners.</p> <p>Applicants may make only one application.</p>
<b>Verification, audit and compliance</b>	All expenditure will be subject to verification by the Department of Justice and Equality and may be audited by the Internal Audit Unit of the Department. Where non-compliance with the grant agreement is identified, steps may be taken to recover funds.

## **Project Assessment Criteria**

### **Applications**

The Funding Application Form should be emailed to **ntris@justice.ie** by **5pm on Tuesday 7th of May 2019**. Written quotations should be included where appropriate.

Should you have any queries please send them to **ntris@justice.ie**

**\*\* Please note any proposals received after the deadline above will not be processed.**

**\*\*Completed claim forms and all legible receipts and invoices showing dates, company name, items and amounts must be submitted to the Department of Justice and Equality within four weeks of the event taking place to qualify for reimbursement.**

## **Data Protection**

The Department of Justice and Equality will treat all information and personal data you give us as confidential. The Department of Justice and Equality is registered as a Data Controller under the Data Protection Acts 1998 & 2003.

## **Freedom of Information**

The Department of Justice and Equality is subject to the provisions of the Freedom of Information Act 2014. The FOI Act imposes various duties on the Department and gives certain rights to individuals to access the records of the Department, including those relating to reasons for decisions of the Department. The Department will hold records about all applicant organisations and these may be subject to FOI requests. If, at the time of providing information to the Department, your organisation considers certain information to be commercially sensitive, confidential or of a personal nature and that there may therefore be reasons to consider it exempt from disclosure under FOI, you must identify the relevant information in the covering email accompanying your application and specify the reasons for its sensitivity. However, the Department can give no guarantee on the final outcome of any FOI request. The Department may release all other information supplied by your organisation (without prior consultation), in response to an FOI request. As a matter of courtesy, the Department will inform you if records pertaining to your organisation are being released to a third party under FOI.

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