



An Roinn Cultúir,
Oidhreacht agus Gaeltachta
Department of Culture,
Heritage and the Gaeltacht



[Commission's logo]

GRANT AGREEMENT

BETWEEN

THE DEPARTMENT OF CULTURE, HERITAGE AND THE GAELTACHT

AND

FULBRIGHT COMMISSION

2019

1. Introduction

The Department of Culture Heritage and the Gaeltacht (DCHG), Ireland, provides grants to promote the teaching of the Irish language in international educational institutions. The objectives of the fund are to promote and foster goodwill for the Irish language outside Ireland and to provide a platform from which the Irish language can be accessed and showcased as an international language.

The Fulbright Commission of Ireland annually awards grants to Irish and E.U. postgraduate students, scholars, and professionals to study, research and lecture in the United States and for Americans to do the same in Ireland.

This Grant Agreement (the Agreement) is a performance contract in which an agreed level of service is formalised between the Department of Culture, Heritage and the Gaeltacht (the Department) and the Fulbright Commission (the Commission). This will ensure that resources are used in a cost effective and efficient manner to deliver high-level services to the clients of both bodies. The Agreement sets out the Commission's targets for the period covered by the Agreement and defines the output indicators on which performance will be measured.

The Agreement will support the high level goal of the Department to support the teaching of Irish in international institutions.

2. Objectives of the Agreement

The key objectives of this agreement are:

- to clarify the Commission's role and objectives;
- to clarify the expectations of the Department in relation to the Commission;
- to define the inputs and outputs of the Commission's activities; and
- to measure performance of these functions through monitoring of agreed outputs.

3. Commitments

- Both parties commit to proactive and timely communications, cooperation and information sharing on service delivery.
- Both parties support the effective achievement of agreed targets as well as the promotion of partnership, responsiveness and mutual cooperation in their ongoing interactions.
- Both parties support prompt and timely responses to correspondence, information requests and related matters.
- Both parties commit to keep each other fully apprised and updated on all key issues.
- The Commission agrees to provide a report indicating the estimated income and expenditure for the period in relation to each draw-down of grant and a report showing the actual income and expenditure for the previous period.
- The Commission agrees to provide a report at the end of the term set out for the grant showing the actual income and expenditure for that year.
- The Commission agrees to abide by all rules and guidelines issued by the Comptroller and Auditor General with regard to the dispersal of state monies.
- The Commission agrees to provide audited accounts/financial statements annually.
- Where the Commission provides financial statements, the Commission agrees to insert the following in the statement to comply with the requirements of the Department of Public Expenditure and Reform Circular 13/2014:
 - a) Name of grantor organisation (*e.g. Department of Culture, Heritage and the Gaeltacht*);
 - b) Name of grant programme (*e.g. Scéimeanna Tacaíochta Gaeilge*);
 - c) Purpose of the grant;
 - d) The amount and period of the total grant and the amount of the grant accounted for in the financial statements if less than the total amount;
 - e) If appropriate, the amount of capital provided and the reported measures used in relation to current and future instalments;
 - f) Number of employees;
 - g) Information in relation to any grant restrictions (*i.e. is it for a particular project, or for the delivery of a service*);
 - h) Confirmation of compliance with the relevant circulars relating to tax matters (including Circular 44/2006 "*Tax Clearance Procedures Grants, Subsidies and Similar Type Payments*").
- The Commission agrees to submit a report on the Service Levels and Performance measurement specified below.
- The Commission declares that a Child Protection Statement (if applicable) is in place, in accordance with the relevant provisions of PART II of the Children First Act 2015 (No. 36 of 2015). For further information, see: http://www.tusla.ie/uploads/content/4214-TUSLA_Guidance_on_Developing_a_CSS_v3.pdf and <https://www.dcy.gov.ie/documents/publications/20171002ChildrenFirst2017.pdf>
- Subject to the provisions of the Department of Public Expenditure and Reform Circular 13/2014, the Commission agrees to send a signed **Certificate of Assurance** at management level to the Department at the end of the term set out for the grant certifying that the public monies granted were used in accordance with the terms and conditions of the grant.

- The Commission agrees that it will be publicly announced that it is in receipt of funding from the National Lottery.
- The Commission agrees that the assistance provided by the Department of Culture, Heritage and the Gaeltacht will be publicised and that the Department's logo and the 20 Year Strategy for the Irish Language 2010-2030 logo will be used.
- In accordance with the provisions of the Department of Public Expenditure and Reform Circular 13/2014, you are asked to provide details to any of your bank balances to the Department whenever you submit a payment claim and to provide an up-to-date bank statement when submitting the final payment claim in each year.

More information regarding **Circular 13/2014** can be found at the following link <http://circulars.gov.ie/pdf/circular/per/2014/13.pdf>

4. Penalty Clause

The Department reserves the right to suspend or cancel the approved funding, or whichever part of it deemed to be fair and reasonable, where the Department sees that reasonable progress was not made in relation to the Performance Indicators that are set out at No.7 below or the Department has noticed that there was a failure to comply with any of the conditions and commitments in the agreement.

5. Financial Inputs

	2019
Department of Culture, Heritage and the Gaeltacht	€404,800

Payment of each draw-down is dependent on compliance by the Commission with public financial procedures.

6. Other Inputs

- Both parties agree to provide sufficient administrative staff in order to ensure the efficient provision of the services detailed in this Agreement.

7. Service levels and Performance Measurement **Appendix herewith**

8. Potential Risk Factors

1. A low level risk surrounding the availability of sufficient budgetary resources in the Department.
2. A low level risk that the Commission will fail to fulfil the conditions attached to their financial allocations.

9. Financial Allocation

The Department will formally write to the Commission setting out the following:

- Its annual funding allocation.
- The manner in which payment will be made, i.e. in instalments.

The Commission will provide the following:

- A letter with the Commission's letterhead seeking payment of each funding instalment.
- A Tax Clearance Reference Number;
- A Tax Clearance Access Number;
- Supplier Bank Account details; and
- Financial reports in respect of each year for which funding is being requested.

Payment of each draw-down is dependent on compliance with the above procedures and with any further requirements outlined in this document.

10. Flexibility and Amendment of Targets

Where amendments become necessary, the Commission and the Department will mutually engage to agree amended output targets.

The Department will require a progress report on all key deliverables on an annual basis. The time-lines for these reports will be decided between the Department and the Commission. This Agreement will be published on the website of both the Department and the Commission.

11. Appendices

1. Certificate of Assurance
2. Statement of Principles

Where any further reporting is required in accordance with Department of Public Expenditure and Reform Circular 13/2014 <http://circulars.gov.ie/pdf/circular/per/2014/13.pdf>, the Department will liaise with the Commission.



On behalf of the Department



On behalf of the Commission

Date: 20/05/2019

Date: 13/05/2019

S20

STRAITÉIS 20 BLIAIN DON
GHAELGE 2010-2030
Ár dTeanga, Ár bPobal

Appendix; Service levels and Performance Measurement

Funding provided by the Department of Culture, Heritage and the Gaeltacht to be dispersed by the Commission in the manner outlined in this table over the period in 2019	
	2019 €
Daltaí na Gaeilge	8,500
Lehman College	5,500
New York University	18,000
University of Montana	28,000
University of Wisconsin	28,000
Details to be confirmed	18,000
US Institutions Sub-total	134,000
FLTAs: Grant/Resources/Orientation	148,000
FLTA's (x10)	
Montana University	
Notre Dame University	
Catholic Memorial	
Drew/New York City University	
Elms College	
Davidson County Community College	
Villanova University	
Idaho University	
Boston College	
Gonzaga Washington	
Gaeltacht Awards (x56)	55,000
Inter-changes: FLTA outreach/teachers workshop/digitisation	15,000
Commission SubTotal	218,000
Commission + US Institution SubTotal	352,000
15% Administration Charge	52,800
Total	404,800