



Rialtas na hÉireann  
Government of Ireland



## Communicating Europe Initiative 2022

Applications are invited for funding under the Department of Foreign Affairs *Communicating Europe Initiative (CEI)* from voluntary organisations, educational bodies and civil society groups and bodies.

**Application Forms can be downloaded at:**

<https://www.dfa.ie/our-role-policies/ireland-in-the-eu/communicating-europe-initiative/>

## **Purpose of funding**

Projects should deepen public awareness of the role that the European Union plays in our daily lives, and improve the quality and accessibility of public information on European issues, at local, regional or national level. Projects should communicate European issues, the role of the European Union and Ireland's place in Europe.

Previous projects funded have included local media projects and competitions, school initiatives and interactions, employment opportunities in EU Institutions and EU-related Citizens' Dialogues. Projects have promoted themes on the role of women and young people in the EU, climate action and the importance of diversity in Ireland to our relationship with the EU.

## **Focus for CEI 2022**

For 2022, projects that focus on Ireland's 50<sup>th</sup> anniversary of EU membership (EU50), the Conference on the Future of Europe or the European Year of Youth 2022 are particularly encouraged.

## **Further Information**

You can find out more about EU50 on our dedicated website:

[www.ireland.ie/eu50](http://www.ireland.ie/eu50)

You can find out more about the Conference on the Future of Europe here :

<https://futureu.europa.eu/?locale=en>

You can find out more about the European Year of Youth here:

[https://europa.eu/youth/year-of-youth\\_en](https://europa.eu/youth/year-of-youth_en)

Further details on the Communicating Europe Initiative can be found at:

<https://www.dfa.ie/our-role-policies/ireland-in-the-eu/communicating-europe-initiative/>

### **Qualification and evaluation criteria**

Applicants will have to confirm compliance with the conditions of the scheme on funding and timescale for delivery.

The evaluation criteria will include:

- The quality and relevance of the proposal.
- The likely impact of the project relative to the size of the grant sought.
- The nature of promotional activities planned.

Unless otherwise agreed with DFA, projects must be carried out before the end of 2022.

Proposals should take account of Government guidelines on responding to Covid-19, available at [www.gov.ie](http://www.gov.ie)

Please note: Applicants who have received CEI funding in previous years must identify how their planned project under the 2022 CEI scheme builds on, adds value to, or is separate from previously funded projects.

### **Budget and grants available**

The allocation for the CEI in 2022 is €100,000. While decisions on the number and level of grant will be dependent on the number and range of proposals received, it is envisaged that the maximum individual grant awarded will be €10,000. Please note the average funding awarded in 2021 was €3,750 (*This was less than many organisations had applied for*).

### **Timeline CEI 2022**

- **Early February:** Applications open
- **March 1st:** Applications close
- **Mid-March:** Successful applications notified
- **1<sup>st</sup> July:** Programme Update: Successful applicants must submit a one paragraph update to DFA outlining progress made and timeline for the remaining project.
- **8<sup>th</sup> December:**
  - For projects that will finish in 2022: Final report due
  - For projects that will continue into 2023: Interim report due
- **July 2023:** Last date for Final reports for projects that continued into 2023

## **Application process**

### **Step 1: Application Form**

- You can find the application form here: <https://www.dfa.ie/our-role-policies/ireland-in-the-eu/communicating-europe-initiative/>

### **Step 2: Submission**

- Please return your completed application (saved as a PDF) via email to [cei@dfa.ie](mailto:cei@dfa.ie).
- The closing date for funding applications is **noon on Tuesday 1<sup>st</sup> March 2022**

### **Step 3: Notification of funding decision**

- It is hoped that applicants will be notified of funding decisions by end March 2022.
- Unsuccessful applicants will be notified shortly thereafter

You can also contact us via email at [cei@dfa.ie](mailto:cei@dfa.ie) or [laura.guild@dfa.ie](mailto:laura.guild@dfa.ie) if you have any queries.

**Canvassing will disqualify.**

Tá leagan Gaeilge den fhoirm seo ar fáil ach é a iarraidh.

**Communicating Europe Initiative  
EU Institutions and Coordination Unit  
Department of Foreign Affairs  
22 Clare Street  
Dublin 2  
February 2022**

## Communicating Europe Initiative 2022

### Standard terms and conditions

- The grant should only be used in support of the project as set out in the funding application. Any proposed substantial amendment to the programme or to its timing should be notified in advance to the Department of Foreign Affairs and agreed in writing.
- Financial support is given on the understanding that the grant is properly administered, that activities funded under the budget shall be recorded fully and accurately and that funds shall be assigned to the project only by persons whom you have empowered to do so.
- As the Department cannot fund projects retrospectively, the work to be funded must begin after the Department's offer is accepted. As the Department cannot roll over funding from one year to the next, all projects must, if at all possible, be completed by 8 December 2022, unless previously agreed with DFA.
- The Department does not specify the number of projects to be funded or the individual grant amounts. €100,000 will be available for CEI projects with the maximum grant amount payable of €10,000. The amount granted may be lower than the amount sought and, in this event, applicants should have contingency plans to enable the project to proceed.
- The assistance of the Communicating Europe Initiative and the Department of Foreign Affairs must be acknowledged in all publicity relating to the project. The Communicating Europe Logo will be provided for downloading.

## Reporting requirements

- Grantees are required to submit a concise report to the Department of Foreign Affairs, **not later than one month after completion of the project**, describing the activities undertaken. For any project which concludes late in the year, a one-paragraph update report is due on 1<sup>st</sup> July and a final report must be submitted not later than 8 December 2022. For projects that continue into 2023 an Interim report must be submitted not later than 8 December and a Final report submitted before 1<sup>st</sup> July 2023.
- The report should include the following:
  - An assessment of the impact of the activity/event on public awareness and understanding of the European Union in Ireland (including statistics on attendance, reach to target audience, promotional activities undertaken etc.).
  - Any other information which you consider relevant or feedback on the project generally.
  - For event-based projects, digital links and media files (pictures, video, website links etc.) should be provided for use on the Department's website or for other publicity purposes.

## Payment arrangements

- Grants will be paid up-front.
- Any part of the grant paid which has not been spent must be refunded to the Department of Foreign Affairs within one month of completion of the project (or if the project is cancelled for any reason). The Department reserves the right to charge interest, at ECB base rate, on any outstanding monies from the date of project completion.

**Accounting requirements**

- Grantees are required to submit a financial statement detailing all expenditure and originals of all invoices, vouchers and supporting documentation, to the Department of Foreign Affairs, not later than three months after completion of the project.

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