



**Coimisiún na hÉireann um Chearta
an Duine agus Comhionannas**

Irish Human Rights and Equality Commission

Human Rights & Equality Grants Scheme 2021-22

Guidance Manual for Grant Applications

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1. The Irish Human Rights and Equality Commission

1.1 Purpose and Mandate

The Irish Human Rights and Equality Commission ('the Commission') is an independent statutory body, established on 1 November 2014 under the *Irish Human Rights and Equality Commission Act 2014* ('the Act'). The Commission is Ireland's National Human Rights Institution (NHRI) and National Equality Body (NEB).

Under the Act, the overall functions of the Commission are:

- (a) To protect and promote human rights and equality;
- (b) To encourage the development of a culture of respect for human rights, equality and intercultural understanding in the State;
- (c) To promote understanding and awareness of the importance of human rights and equality in the State;
- (d) To encourage good practice in intercultural relations, to promote tolerance and acceptance of diversity in the State and respect for the freedom and dignity of each person; and
- (e) To work towards the elimination of human rights abuses, discrimination and prohibited conduct.

Section 42 of the Act sets out the *Public Sector Equality and Human Rights Duty*, which places a statutory obligation on public bodies to eliminate discrimination, promote equality of opportunity and protect the human rights of those to whom they provide services and staff when carrying out their daily work. The Commission gives guidance to public bodies in developing policies and good practice based on human rights and equality standards.¹

1.2 Strategy Statement 2019-21

The Commission published its second strategy statement in February 2019. The Strategy Statement 2019-21 sets out four strategic priorities:

1. Protect the rights of individual persons who face the greatest barriers to justice;
2. Influence legislation, policy and practice;
3. Engage with key organisations to address discrimination and human rights abuses; and

¹ <https://www.ihrec.ie/our-work/public-sector-duty/>

4. Raise the quality and broaden the extent of the dialogue on human rights and equality issues.

The Commission's Strategic Statement 2019-21 also set out four crosscutting priorities:

1. Promoting access to justice;
2. Socio-economic rights;
3. Combatting racism and promoting intercultural understanding; and
4. Disability.

Please see [Annex A](#) for a full description of the Commission's Strategic Priorities.

2 Human Rights and Equality Grants Scheme 2021-22

2.1 Introduction and Overview

The Irish Human Rights and Equality Commission Act 2014 gives the Commission powers to provide grants to bodies to carry out certain activities to promote human rights and equality in Ireland.

In its *Strategy Statement 2019-21*, the Commission set out as crosscutting priorities to advance social and economic rights; combat racism and promote intercultural understanding; and progress the rights of people with disabilities. The Commission wishes to support and empower people who face the greatest barriers to accessing their rights to understand and claim those rights.

The Commission has prioritised strengthening its relationships with civil society organisations who are working to address discrimination and human rights abuses and strengthening its engagement with communities, by fostering an environment that enables human rights and equality to develop.

Therefore, the aims of the Human Rights and Equality Grants Scheme 2021-22 are to:

- advance social and economic rights and equality;
- combat racism and racial discrimination; and
- progress the rights of people with disabilities.

The Scheme will support a range of human rights and equality-based participatory projects. The successful projects will build understanding and leadership; empower people and communities who face the greatest barriers to advocate for their rights and be involved in the decisions that affect them; and to help place human rights and equality at the centre of legislation, policies and practice.

Specifically, the Commission is committed to supporting groups protected under the nine grounds of the equality legislation: gender, civil status, family status, age, sexual orientation, disability, race, religion, membership of the Traveller community, as well as people experiencing poverty and socio-economic discrimination. It also recognises and is committed to overcoming crosscutting discrimination, which is experienced under more than one of these grounds (i.e. intersectional discrimination).

2.2 Strands

The grants scheme will be administered under three strands:

Strand A: Advancing Social and Economic Rights and Equality

Strand B: Combatting Racism and Racial Discrimination

Strand C: Progressing the Rights of People with Disabilities

Under each strand, the scheme will support human rights and equality-based participatory projects, which clearly demonstrate the equality issue and/or human right (or rights) issue being addressed, which centrally involve communities and/or rights-holders and fulfil one or more of the outcomes listed in [section 2.5](#).

The total funding available under the Human Rights & Equality Grant Scheme 2021-22 is €350,000.

Proposals will be accepted for:

- Small grants of up to €6,000
- General grants of up to €20,000

A goal of the Commission in offering this grants scheme is to support smaller rights-holder and community-led groups. It would encourage such organisations to apply for support as is appropriate to their scale and capacity, within the parameters of the scheme as set out here.

Under this scheme, eligible organisations can submit a **maximum of one application**. The Commission does not specify the number of projects to be funded under this scheme. However, the amount of funding available will allow for a modest number of grants to be allocated at the maximum amount under each type. Projects may be awarded an amount lower than requested in an application, to facilitate funding a greater number of projects.

2.3 Eligible Applicants

The Human Rights and Equality Grants Scheme 2021-22 is open to applications from civil society organisations registered in the Republic of Ireland. This includes community and voluntary organisations, non-governmental organisations, rights-holder groups, area-based community groups, communities of interest groups, and trade unions.

Applications from rights-holder and community-led groups are encouraged.

An applicant organisation must be registered as a company or as a charity.

Applications involving a collaborative partnership between two or more organisations, including public bodies, are welcome. In the case of applications with more than one partner, only a civil society organisation can act as the lead applicant. The lead applicant will have full financial responsibility for the proposal and for meeting all of the terms and conditions of any grant awarded.

The Commission requires audited accounts/financial statements, bank balance details and current Tax Clearance Certificates from applicant organisations prior to awarding any grant under this Scheme.

2.4 Strands Explained

Strand A: Advancing Social and Economic Rights and Equality

Advancing social and economic rights plays a fundamental role in the achievement of social and economic equality and the creation of a more just, inclusive, and sustainable society.² This strand will support projects, which address poverty, social and economic inequality and discrimination including intersectional discrimination and disadvantage with the purpose of advancing social and economic rights and equality. Successful projects must clearly demonstrate the equality issue and/or human right (or rights) issue that they are addressing, that affected rights-holders/communities including people experiencing poverty, social and economic inequality or discrimination are centrally involved and that it aims to fulfil one or more of the outcomes below.

Strand B: Combatting Racism and Racial Discrimination

Working together to combat racism and racial discrimination is imperative to the building of a culture of respect for the human rights, equality, intercultural understanding, and a more inclusive Ireland. This strand will support projects that combat racism and racial discrimination, including intersectional discrimination and disadvantage. Successful projects must clearly demonstrate the equality issue and/or

² IHREC Strategy Statement 2019-21, at p.8

human right (or rights) issue that they are addressing, that affected rights-holders/communities including people from Black, ethnic minority, Traveller and Roma or migrant backgrounds are centrally involved, and that it aims to fulfil one or more of the outcomes below.

Strand C: Progressing the Rights of People with Disabilities

Implementing the rights set out in the UN Convention on the Rights of Persons with Disabilities (UNCRPD) will help to foster a society that respects the inherent dignity and individual autonomy of all persons with disabilities and their full participation in society on an equal basis to others. This strand will support projects, which support the implementation of the UNCRPD and promote the rights set out in equality legislation, taking into account intersectional discrimination and disadvantage. Successful projects must clearly demonstrate the equality issue and/or human right (or rights) issue that they are addressing, that people with disabilities are centrally involved, and that it aims to fulfil one or more of the outcomes below.

2.5 Approaches and outcomes

The grants scheme will support approaches under Strand A, B and C that aim to achieve one or more of the following outcomes:

1. Strengthened advocacy and organising capacity:

Supports participatory projects to build the leadership capacity and expertise of communities and rights-holders, to understand their rights, act as multipliers for other rights holders and/or to organise themselves, including in alliances or networks to advocate and hold local and/or national government to account.

2. Increased awareness and understanding:

Supports participatory projects that create increased awareness and understanding of the human rights and equality issues related to Strand A, B or C in local, regional or national contexts that directly involve communities/rights-holders.

3. Foster changes in attitudes and behaviours:

Supports participatory projects that develop transformative human rights and equality based education and training resources for formal, non-formal

education and community and continuous professional development settings that can foster changes in understanding, attitudes and behaviour about the rights and issues related to Strands A, B or C and directly involve communities/rights-holders in their development.

4. Increased evidence to advocate for human rights and equality based legislation, policies, strategies, practices and service delivery:

Supports participatory research, legal and policy analysis on human rights and/or equality issues related to Strands A, B or C that informs legislation, policy and practice at local and national level (including compliance with the Public Sector Equality and Human Rights Duty). The project should directly involve communities and rights-holders in the process including, for example, as peer-researchers. It supports projects to undertake assessments of equality and human rights issues from the perspective of those directly affected, which may inform the effective implementation of the Public Sector Equality and Human Rights Duty and other public policy, national strategies, and service delivery processes.

5. Improved collaboration between rights-holders/communities and public bodies (duty bearers):

Supports projects that empower rights-holders/communities to engage with public bodies to shape legislation, policy and practice related to Strand A, B or C, particularly in relation to the implementation and monitoring of the Public Sector Equality and Human Rights Duty.

2.6 Types of Activity Supported

The grants scheme supports a wide range of activity where communities and rights-holders play a leading role, and are developed from a human rights and equality perspective, for example:

Training and Education

- Carrying out participatory training and capacity building activities; and
- Producing education and training resources in print, digital, accessible or other formats.

Research, Legal or Policy Analysis

- Undertaking qualitative and participatory research;
- Carrying out legal, policy or strategy analysis and producing legal, policy or strategy responses;
- Analysing and documenting models of good practice; and
- Developing monitoring mechanisms.

Awareness-raising and Sharing Learning Activities

- Organising conferences, seminars and roundtables;
- Developing, publishing and disseminating digital or printed materials;
- Organising campaigns and developing digital tools; and
- Generating creative and/or participatory spaces for awareness raising, learning and dialogue.

3 Applying for a Grant

3.1 Introduction and Overview

Grant applications must be submitted in full on the application form provided. The assessment panel will consider no additional material.

Under this scheme, eligible organisations can submit a **maximum of one application**.

Applications can be submitted:

- By email:** grants@ihrec.ie (please use the subject line 'Human Rights & Equality Grant Scheme 2021-22 and Thematic Strand [A, B or C]')
- By post:** Attention: Grants Team
Irish Human Rights and Equality Commission
16-22 Green Street
Dublin 7

The closing date for receipt of applications is Thursday 22 April 2021, strictly at 4.00pm.

- Applications by post or courier must be received by the closing time and date.
- Applications postmarked with the closing date will not be accepted, if they arrive after the closing time.
- Applications submitted by email must be received in the grants email inbox by the closing time and date indicated.

Applications that arrive post/courier or to the grants email box after this time and date will not be considered under any circumstances.

Important Notice

It is very important if the application is being submitted by email that it is sent in sufficient time that it arrives in the grant email account before 4.00pm. It is highly recommended that applicants submit their applications in good time and at least 30 minutes in advance of the deadline because of the likelihood of a high volume of traffic to the account.

It is important to note that all sections of the application form must be completed correctly. Please double-check your application form before submitting. Incomplete applications will not be assessed and resubmissions after the deadline will strictly not be accepted.

3.2 Application Form

It is important that applicant organisations complete the application form, taking into account the overall aim, funding theme and outcomes supported by the grants scheme, so that application meet the requirements of the grant and can be assessed adequately by the assessment panel.

The application form is comprised of five parts, which all must be completed in full:

Part A: Organisational Details

This part asks for basic information about the applicant organisation, the lead person for this grant application and – where applicable – details of any partner(s). It is a requirement that your organisation be registered as a charity and/or a company to be considered eligible. Please ensure that your organisation's charity and/or company registration number is included.

Part B: Funding Strand

This part asks applicants to indicate under which funding strand the proposed activity falls.

Part C: Project Proposal

This part asks applicants for details about the project for which applicants are seeking funding. This covers the aims and objectives of the project, the key actions or activities, the impact on the target groups and the intended outcomes and results. The information provided in this part is particularly relevant to the 'Quality and Relevance of Proposal' section of the Marking Scheme. Therefore, it is important that applicants ensure that they provide clear and sufficient detail to allow the assessment panel to adequately consider and score the proposal.

Summary

Please provide a short description of the project so that, at a glance, it is clear what the purpose of the project is, what are its target group, activities, and what it hopes to achieve. It is recommended to complete this section last.

Aim and Objectives

Please set out the overall aim and objectives of the project, clearly demonstrating the equality or human rights issue that the project is addressing, the relevance of the project to the chosen strand, its involvement of rights-holders and its desired outcomes, with reference to the desired outcomes of the grants scheme.

Target Group

Please explain clearly who the target group(s) is/are, including rights-holders and/or affected communities and how they will be involved in, and benefit from, their participation in the project.

Key Milestones

The project must be carried out within a 12 month period from September 2021 to September 2022. In this section of the application, please set out a clear timeline of the key dates and activities of the project over the year.

Project Methodology and Activities

The project methodology is a description of how the project is going to be carried out and what will be delivered. Please set out a detailed explanation of the approach that will be taken and the key actions and activities that will take place. If an activity requires a significant amount of the budget to complete, then there should be a detailed explanation of that activity in this section.

If the project is a research study, the application should clearly state, how the research will be conducted and how rights-holders will be involved. If collecting primary data, for example, through means of a survey of people or focus group, applicants should set out what actions they are taking to ensure an ethical approach³ in relation to voluntary participation, confidentiality, anonymity, and data protection.⁴

³ Good practice in research ethics recognises that research studies should 'do no harm'; that studies are conducted with the full and informed consent of participants, confidentiality is protected and that the collection, storage, use and disclosure of data must comply with the Data Protection Acts 1988 to 2018. Above all, the aims and objectives of the research study should be clear, transparent and each stage of the process should be carried out with honesty and integrity – from research design, to generation and analysis of data, and finally, to the publication of results.

⁴ For a comprehensive (though not exhaustive) guidance on research ethics, see Social Research Association's 2021 Research Ethics Guidance: <https://the->

Project Outcomes

Project outcomes are the desired impact of the outputs – activities or actions – of the project. In the application form, set out the desired outcomes from the project, how the learning will be captured and what the indicators of success would be. Please make a clear link between the project outcomes and grants scheme outcomes.

Dissemination of the Results of the Project

On the completion of the project, explain how the results of the project will be multiplied, promoted and/or disseminated.

Part D: Organisational and Implementation Capacity

This part asks for information on the work of the applicant organisation (and partner organisations, where applicable), its capacity to implement the proposed project and how and by whom the project will be delivered. Please include examples of relevant experience.

The information provided in this part is particularly relevant to the 'Organisational and Implementation Capacity' section of the Marking Scheme. Therefore, it is important that applicants ensure that they provide clear and sufficient detail to allow the assessment panel to adequately consider and score the proposal.

Part E: Project Budget and Costings

This part of the application asks for information on the funding being applied for, the total amount sought and a breakdown of the project costs, with a detailed explanation of each cost. All costs should be quoted in Euro and include VAT. It is important that applicants ensure that they provide clear and sufficient detail to allow the assessment panel to adequately consider and score the proposal. The information provided in this part is particularly relevant to the 'Costs' section of the Marking Scheme and all efforts should be made to give detailed explanations of all envisioned spending. Applicants are asked to breakdown and explain their costs across a number of headings. Please note that not all of these headings will apply in each case.

These headings are:

Contracted Services

It is very important to note that the 2021-22 grants scheme does not cover core or contracted employee costs. Funding covers the cost of contractors, who are people or companies contracted under a contract for service to support the delivery of the project.

A contract for service may include, for example, fees for contractors engaged to undertake research (including peer researchers), to provide human rights and equality expertise, training, facilitation, project coordination or project administration. For each contractor, please clearly set out the costs per hour/day and the number of hours/days envisaged.

Event Costs

This may include, for example, venue hire, meeting rooms, refreshments.

Travel and Subsistence

This may include, for example, speakers travel and subsistence or reasonable support for participants to engage in a project or attend an event, if it is deemed necessary.

Promotion Costs

This cost line is to support the promotion of awareness of the project's results. If the project is itself, an awareness campaign that requires a substantial budget then it also needs to be explained fully and in detail in the project methodology section.

This cost line may include, for example, event/project publicity and advertising, printing and design, ICT costs towards online supports and social media.

Purchase of Materials

This may include, for example, training materials, photocopying or stationery.

Other Costs

Other costs arising should be clearly specified and must be eligible.

Administration

A flat fee of 10% is allowable for eligible organisations who are awarded grants.

Ineligible Costs

The following activities and costs are ineligible and will not be considered for funding:

- Organisation core costs, including overheads;
- Core or contracted employee salaries;
- Costs not related to the project outlined in the application;
- Retrospective costs – activity that has already been undertaken prior to the date of application approval;
- Funding of post-graduate theses;
- The purchase of IT or other office equipment or general office supplies;
- Fundraising activities;
- Elements already funded from other sources;
- Projects or activities that give rise to commercial activity or profits.

Part F: Mandatory Declarations

In this part, applicants are required to confirm their understanding and acceptance of the Freedom of Information provisions that will apply in respect of applications under this grant scheme. Applicants are also required to confirm that they understand and accept a Disclaimer to the effect that the Irish Human Rights and Equality Commission shall not be liable to the applicant or to any other party in respect of any loss, damage or costs arising directly or indirectly from: (a) the application or the subject matter of the application; (b) the rejection for any reason of the application.

Applicants who have a potential conflict of interest will be asked to declare it, in the interests of transparency.

4 Assessment and Marking

4.1 Evaluation of Applications

All applications will be screened to check eligibility. In order to be eligible applications must be:

- submitted on time;
- completed in full; and
- submitted by an eligible applicant.

All eligible applications received will be assessed by a panel convened for that purpose. The assessment panel for the Human Rights & Equality Grant Scheme 2021-2022 will comprise of relevant staff of the Commission and independent external expertise.

4.2 Assessment Criteria and Marking

Eligible applications will be assessed according to the following criteria and marking scheme:

- Quality and relevance of the proposal from a human rights and equality-based perspective (50 marks);
- Organisational and Implementation Capacity (30 marks); and
- Costs (20 marks).

Further details of this marking scheme are set out in [Annex D](#) below.

4.3 Notice of Outcome

All applicants, successful and unsuccessful, will be informed by letter or email of the outcome of the assessment process.

4.4 Conditions of Offer

Successful applicants will be required to enter into a Grant Agreement, which will include but is not limited to:

- Confirmation of receipt of a valid and in date tax clearance certificate;
- Start date and completion date for the project;
- A statement of activities and actions to be delivered;
- Funding amount and funding draw down arrangements;
- Project review, reporting and financial requirements;

- Vouched expenditure requirements, including invoices and proof of payment (bank statements showing the transactions made for the payments, PAID stamp marked on the invoice, remittance advice, etc.), recorded in the financial expenditure form provided by IHREC;
- Specific requirements of applicants in relation to publicity, use of logos etc.;
- A signed declaration to confirm that the organisation is not receiving funding from other public funds for this project;
- Activities funded under the Grant Scheme must be completed within 12 months of signing the Grant Agreement; and
- Detailed budget submitted in the application.

All financial documentation requested in the letter of offer to Grant Recipients **must be returned, no later than three weeks** after receipt of the agreement from the Commission. Once the documents have been reviewed and the awarding of the grant approved, the Grant Recipient will be asked to return a signed Grant Agreement and an invoice for the first grant payment.

4.5 Payment of Grant

Arrangements for drawdown of grant instalments is based on vouched expenditure. This means that the Grant Recipient must state formally that all expenditure is receipted and accounted for. Full financial requirements will be specified in the Grant Agreement. Funding will be provided in a minimum of two instalments. Final payments in each case will only be made upon completion of the project, and receipt of the project and financial reports where all costs being claimed are vouched for.

4.6 Monitoring and Interim Reporting

Grant Recipients are required to submit a short bi-monthly financial and performance report, setting out any expenditure, accompanied by vouched receipts and any progress made in the implementation of the project. These reports should be accompanied by a letter of assurance signed at management level in the organisation.

4.7 Final Project and Financial Report

The Final Project Report will set out a brief description of the project, and will include the following:

- A summary of actions and activities undertaken;
- Project results, achievements or outcomes; and

- An assessment of how the project objectives have been met.

It will also set out the total expenditure for the project and be accompanied by any outstanding vouched receipts and paid invoices.

The Commission also requests a copy of any published material from the project.

4.8 Use of Commission Logo

A specific logo that acknowledges that the project was funded by the Commission is available and must appear on all publications, presentations and publicity about the project. The logo and detailed guidelines of how and where to use it are available on the Commission's website www.ihrec.ie

4.9 Review by the Commission

The Commission reserves the right to conduct a review of the impact of its grants scheme. Successful applicants will be asked to confirm that they will cooperate with such a review, should it be undertaken.

5 IHREC Grant Application Support

Should you have any questions or queries about any aspect of the grants scheme, the Grants Team will be very happy to help you. Email grants@ihrec.ie with the subject line 'Query Human Rights & Equality Grant Scheme 2021-22'.

Please note that once a grant application has been submitted, the Commission will not enter into individual or written correspondence and will not be in a position to review any eligibility issues with applicants.

Annex A: IHREC Strategy Statement 2019-21

STRATEGIC PRIORITY 1: Protect the rights of individual persons who face the greatest barriers to justice

Objectives

- Ensure through public information campaigns and digital engagement that the rights and equality of individuals and the means to vindicate them are widely understood.
- Provide people facing discrimination and human rights violations with the knowledge, skills and information necessary to vindicate their rights.
- Assist individuals in situations of particular concern to vindicate their rights through our enforcement powers.

Outcomes

- Increased public awareness of rights and equality and an understanding of the means by which to vindicate them.
- Increased engagement with the staff of the Commission from people facing the greatest barriers to justice through Your Rights and other points of access.
- Effective strategic litigation, including through the use of our amicus curiae function before the Superior Courts.

STRATEGIC PRIORITY 2: Influence legislation, policy and practice

Objectives

- Hold government, public bodies, agencies and businesses to account.
- Continue to develop evidence-based decision-making through an active and ongoing research programme.
- Use our enforcement powers including conducting an inquiry as most appropriate and proportionate, and move to enforcement of the Public Sector Equality and Human Rights Duty.

Outcomes

- Greater impact for our interventions across all functions.
- Increased awareness and enhanced implementation of the Public Sector Equality and Human Rights Duty.
- Effective compliance with the Public Sector Equality and Human Rights Duty through enforcement.

STRATEGIC PRIORITY 3: Engage with key organisations to address discrimination and human rights abuses

Objectives

- Increase community engagement in the work of the Commission.
- Strengthen relationships with civil society and foster an enabling environment for human rights development, including through formal advisory committee structures.
- Engage with any organisation relevant to advancing our mandate and strategic priorities.

Outcomes

- Civil society, other stakeholders and individuals regard the Commission as open, responsive and respectful.
- The Commission extends the knowledge of our work nationally and enhances the use of our legal assistance powers by members of the public.
- The Commission remains informed and anticipates emerging human rights and equality issues.

STRATEGIC PRIORITY 4: Raise the quality and broaden the extent of the dialogue on human rights and equality issues

Objectives

- Facilitate a strong and shared culture of respect for human rights, equality and intercultural understanding including through education, particularly of young people.
- Promote an understanding of human rights as inter-related and interdependent, with a particular emphasis on socio-economic rights.
- Anticipate, identify and highlight issues so as to enable the Commission to respond appropriately to human rights and equality issues in the State.

Outcomes

- Measures of public sentiment demonstrate improvements in understanding of the value of diversity and respect for human rights and equality.
- Positive impact on the perceptions of all people with regards to rights, equality and intercultural understanding.
- Impact positively on the extent and content of public debate to ensure that human rights are respected across all media platforms.

SECTION 25(2) USE OF RESOURCES

In meeting the requirement of section 25(2) regarding the use of resources, the Commission has resolved to use a significant portion of its budget on pro-actively advancing four aspects of its work.

Promoting access to justice

Whatever our thematic choices, we are committed to supporting people who face the greatest barriers to justice as part of the human rights and equality protection for all.

Socio-economic rights

We believe that the adoption and application of economic, social and cultural rights play a fundamental role in the creation of a more just, inclusive and sustainable society. We commit to advancing socio-economic rights and the social protection of all families and individuals. Among the thematic areas of socio-economic rights, we will prioritise: Housing; Health and Decent Work⁵

Combatting racism and promoting intercultural understanding

Countering racism and hate speech is imperative to the building of acceptance of diversity and respect for the dignity of all persons. We commit to playing a leadership role in combatting racism and promoting intercultural understanding.

Disability

Following the ratification of the UN Convention on the Rights of Persons with a Disability, we commit to establishing a Disability Advisory Committee to enhance our role as the independent Monitor of the rights of people with disabilities in the State.

⁵ International Labour Organisation definition of Decent Work - 2019 "Involves opportunities for work that is productive and delivers a fair income, security in the workplace and social protection for families, better prospects for personal development and social integration, freedom for people to express their concerns, organize and participate in the decisions that affect their lives and equality of opportunity and treatment for all women and men."

Annex B: Human Rights and Equality Based Projects

The Human Rights and Equality Grants Scheme Guidance is informed by the human rights-based approach and the framework formulated by the UN Office of the High Commissioner for Human Rights, guided by international human rights standards and operationally geared to promoting and protecting human rights and equality.⁶ This approach is about empowering people ('rights-holders') to know and claim their rights and increase the ability and accountability of individuals and institutions ('duty bearers') who are responsible for respecting and fulfilling rights and protecting against discrimination and violations of human rights.

This means giving people greater opportunities to participate in shaping the decisions that impact on their human rights and the achievement of equality. It also means increasing the ability of those with responsibility for fulfilling rights to recognise and know how to respect those rights, and make sure they can be held to account. It is about ensuring that both the standards and the principles of human rights are integrated into policy-making as well as the day-to-day running of organisations.

⁶ <https://www.ohchr.org/Documents/Publications/PovertyStrategiesen.pdf> downloaded 17 February 2020

Annex C: Public Sector Human Rights and Equality Duty

Since 2014, the Public Sector Equality and Human Rights Duty is part of the legislative framework governing human rights and equality in Ireland.

A Statutory Obligation

Section 42 of the Irish Human Rights and Equality Commission Act 2014 imposes a statutory obligation on public bodies in performing their functions to have regard to the need to:

- eliminate discrimination;
- promote equality of opportunity and treatment for staff and persons to whom it provides services; and,
- protect the human rights of staff and services users.

This Public Sector Equality and Human Rights Duty places equality and human rights at the heart of how a public body fulfils its purpose and delivers on its strategic plan.

The 2014 Act requires a public body, having regard to its functions, purpose, size and resources available to it, to:

1. **Assess** - set out in its strategic plan an assessment of the human rights and equality issues, it believes to be relevant to the functions and purpose of the body;
2. **Address** - set out in its strategic plan the policies, plans and actions in place or proposed to be put in place to address those issues;
3. **Report** - report on developments and achievements in its annual report.

The obligation to integrate the Duty in a public body's strategic plan and annual report means that assessing and addressing equality and human rights issues is an ongoing process that should be reviewed and developed in accordance with strategic planning cycles.

The Role of the Commission: Guidance and Enforcement

The Irish Human Rights and Equality Commission can give guidance to and encourage public bodies in developing policies and good practice in relation to human rights and equality. Where the Commission considers that there is evidence of a failure by a public body to perform its functions in line with the Public Sector Equality and Human Rights Duty it may invite a public body to carry out a review, or prepare and implement an

action plan related to the performance of its functions, or both. The focus of the review or action plan may be on equality of opportunity and human rights in general terms, or on a particular aspect of human rights or discrimination in the body, or both.

What is a public body?

The definition of a public body for the purposes of the Duty includes:

- A Department of State;
- A local authority;
- The Health Service Executive;
- A university or institute of technology;
- An education and training board;
- Any other person, body or organisation established under statute, or under any scheme administered by a Government Minister, excluding the Defence Forces;
- A company wholly or partly financed by or on behalf of a Government Minister, in pursuance of powers conferred by or under another enactment;
- A company where the majority of shares are held by or on behalf of a Government Minister. In addition, any other person, body, organisation or group financed wholly or partly out of moneys provided by the Oireachtas, may, in the public interest, be prescribed as a public body by the Minister for Justice and Equality, following consultation with the Irish Human Rights and Equality Commission.

Further information on these projects and implementing the Public Sector Equality and Human Rights Duty can be found on the Commission's website at www.ihrec.ie.

Annex D: Marking Scheme

Criteria	Description	Max mark available
<p>Quality and Relevance of the Proposal</p>	<p>Quality and relevance of the proposal to advancing social and economic rights and equality, combatting racism and racial discrimination or progressing the rights of people with disabilities from a human rights and equality based perspective:</p> <ul style="list-style-type: none"> – Are the aims and objectives clearly set out? – Is there a clear explanation and rationale about what and why the specific equality or human rights issue and target group(s) outlined in the proposal were selected? – Is it clear how the project will be carried out or the research study conducted and are the actions or activities and timeline clear and realistic? – Is the involvement of rights-holders and/or communities clearly set out? – Is there clarity about what the proposal hopes to achieve (outcomes) in relation to advancing social and economic rights and equality, combatting racism and racial discrimination or progressing the rights of people with disabilities? – Does the proposal aim to identify or address gaps in advancing social and economic rights and equality, combatting racism and racial discrimination or progressing the rights of people with disabilities? 	<p>50</p>

<p>Organisational and implementation capacity</p>	<p>The feasibility and credibility of the proposal plan:</p> <ul style="list-style-type: none"> – Are the actions or activities realistic and achievable in terms of realising expected outcomes and in terms of implementation within the timeframe? <p>Capacity to complete the project to a high standard within the timescale:</p> <ul style="list-style-type: none"> – Is there evidence of a good track-record, including financial management, and tangible results from previous projects, including lessons learned? – Does the application make clear the organisation's capacity to manage and implement the proposal? 	<p>30</p>
<p>Costs</p>	<p>Costings and value for money:</p> <ul style="list-style-type: none"> – Does the proposal clearly set out and explain each budget item in detail? – Are the costings realistic? – Does the budget consider value for money? i.e. – Does it identify any areas where value for money informed the approach to implementation of the proposal? – Clarify rationale for specific areas of budget allocation as appropriate and explain how this budget allocation is expected to contribute to realising outcomes; 	<p>20</p>
<p>Total marks available</p>		<p>100</p>

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