



## **EXCHANGES PROGRAMME**

---

**CROSS-BORDER EXCHANGES  
FOR ADULTS AND YOUNG PEOPLE**

**CO-OPERATION IRELAND  
20 HERBERT PLACE  
DUBLIN 2**

**Tel: 01 6610588  
Fax: 01 6618456**

**CO-OPERATION IRELAND  
GLENDINNING HOUSE  
6 MURRAY STREET  
BELFAST  
BT1 6DN**

**Tel: 028 9032 1462  
Fax: 028 9089 1000**



## **STATEMENT OF INTENT**

“To advance mutual understanding and respect by promoting practical co-operation between the people of Northern Ireland and of the Republic of Ireland”

## **EXCHANGES PROGRAMME**

The Exchanges Programme aims to promote understanding, respect for diversity and practical co-operation between groups in Northern Ireland and in the Republic of Ireland and between groups on a cross community basis in Northern Ireland. The Programme does this by facilitating and supporting links between groups in the youth and community sectors in these areas.

Through the medium of reciprocal exchanges and joint project activity, the Programme aims to develop positive and sustainable relationships between groups of differing identities.

By promoting interaction, dialogue and the sharing of practice on cultural, educational and socio-economic issues, groups are enabled to develop greater understanding of, and respect for, diversity and to develop programmes of mutual interest.

The Exchanges Programme will actively seek to promote equality and inclusion through its activities.

## EXCHANGES PROGRAMME

---

The Exchanges Programme is contributing to making peace work by:

- facilitating a climate of mutual understanding and respect on the island of Ireland
- promoting links between:
  - groups from Northern Ireland and from the Republic of Ireland
  - groups within Northern Ireland on a cross community basis
- offering facilitation, support and funding to those engaged in positive cross-border/cross community relationships and practical projects
- actively seeking to promote equality and inclusion in its activities

## FUNDING CRITERIA

---

Primarily, funding is available towards transport, accommodation and meals.

Groups must:

- Exhibit the potential for developing positive relationships in their projects
- Have a mutual commitment to developing long-term relationships
- Demonstrate that the learning from this exchange process can have an impact on the groups and their wider communities
- Show evidence of programme planning and organisation
- Show that their exchange contributes towards advancing mutual understanding and respect
- Show evidence of programme development when applying for repeat funding

Funding decisions are discretionary and there is no obligation to support any particular project.



The Exchanges Programme operates a three tiered funding system. This is to encourage, where feasible, project development and sustainability.

### **Level 1**

- Involves groups who are meeting on a mainly social/cultural basis
- Some form of pre-exchange activity should be part of the overall programme
- The exchange should include at least one facilitated workshop\*
- All participants must undertake an evaluation of the project

**Average Funding Grant per Group:   £500**

### **Level 2**

- Involves groups who can demonstrate substantial recent involvement in cross-border or cross community projects
- During the exchange, it is expected that a much larger percentage of programme time will be dedicated to facilitated workshops than at level 1\*
- All participants must undertake an evaluation of the project

**Average Funding Grant per Group:   £1500**

\* Facilitation costs will be covered by Co-operation Ireland.

## WHO CAN APPLY FOR FUNDING?

Any group from Northern Ireland or from the Republic of Ireland in the youth or community sectors, planning to engage in a cross-border exchange activity or a cross community exchange activity within Northern Ireland is eligible to apply.

## FUNDING PROCESS

Before your group applies for funding, it is essential that you talk to your cross-border/cross community partners about your application.

The group must discuss its proposal with a Development Officer in the Exchanges Programme before completing an application form. If your proposed project satisfies the Funding Criteria, you will be requested to fill out the application form.

One single application form should be completed for an exchange. This means partner groups must work together to submit a joint application - including detailed project costs and a completed Insurance Indemnity form.

**We do not fund retrospectively.** The next Funding Meeting is scheduled for 9 September 2005. The deadline for receipt of applications for this meeting is 26 August 2005.

Co-operation Ireland will contribute towards costs of an exchange. Groups are encouraged to seek other sources of funding.

Within the Exchanges Programme of Co-operation Ireland funding is not available for individuals; capital costs; or overseas programmes.

## CONDITIONS OF FUNDING

- The group must be willing to embrace Co-operation Ireland's commitment to mutual understanding and respect
- The rationale for undertaking the exchange must be stated clearly
- A clear outline of planned programme activities must be provided
- The application form and insurance indemnity form must be completed fully
- Cross-border exchanges must involve cross-border travel by the key groups involved
- All publicity materials relating to this exchange must acknowledge the contribution of Co-operation Ireland's Exchanges Programme
- All projects funded can be used by Co-operation Ireland for publicity and fundraising purposes, unless otherwise agreed
- Grants must be repaid if conditions are not met
- Finance form must be completed and returned with relevant receipts attached. Receipts must correspond to those items specified on the letter of confirmation of funding
- Any surplus monies must be returned to Co-operation Ireland
- Once funding has been approved, any change in the details of the project must be communicated to the relevant Development Officer dealing with the exchange
- All evaluation forms must be completed and returned to the Exchanges Programme
- A report must be submitted to the Exchanges Programme within 4 weeks of the completion of each leg of the exchange
- Cheques for the second leg of an exchange will not be issued prior to Co-operation Ireland receiving the report on the first part of the exchange activity
- Should a group fail to return the documentation requested any future funding applications to the Exchanges Programme may be affected