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| **Tusla Participation Initiatives 2021**  **Application Form**  *Please tick one box below* | | | |
| **Children & Young People’s Participation** |  | **Parental**  **Participation** |  |
| **Tusla Participation Initiatives for Participatory Practice**  Under the Prevention, Partnership and Family Support (PPFS) programme, Tusla wishes to assist areas and national services in exploring and developing participatory practice initiatives. Tusla is making available €26,000 per area (€13,000 for child and youth participation and €13,000 for parenting) to support new and developing initiatives that require initial or additional funding in order to progress the initiative. | | | |

*\*This application form must be read in conjunction with the accompanying Procedure for Drawdown of Tusla Participation Initiatives 2021.doc. Signing of this application form is indicative that this procedure document has been read and there is agreement to the terms within\**

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| --- | --- | --- | --- | --- |
| **Initiative Contact Person Details:** | | | | |
| Name: | | Contact Number: | | |
| Job Title: | | Email: | | |
| Address: | | Date submitted: | | |
| Title of Initiative: | | | | |
| **Area Manager/National Manager details** | | | | |
| Name: | | Signature of Endorsement of initiative:  \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ | | |
| **Description of Initiative**  In this section, please describe your proposal | | | | |
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| **Initiative Criteria**  Please describe your initiative in relation to the questions in the box below | | | | |
| * Have you engaged with the relevant stakeholders (children / young people / parents / CYPSC) in the preparation of this application? * How does your initiative fit with the principles of participatory models (e.g. Lundy)? * Have the appropriate managers committed staff to working on this initiative? * Have you completed the Tusla Child and Youth Participation Classroom Training or the Tusla Parental Participation E-Learning Programme? If no, do you commit to completing the appropriate training? (Child and Youth Participation E-Learning Programme coming in 2021) | | | | |
| **Initiative objectives**  Please outline the objectives for your initiative | | | | |
| * Objective 1 * Objective 2 * Objective 3 | | | | |
| **Milestone Timeframe 2021**  Timeframe for achieving objectives  *Please note that all funding needs to be drawn down by December 2021 although we strongly advise draw down during March-September to avoid the peak end of year finance period October – December* | | | | |
| Q1 2021  Jan - March | Q2 2021  April - June | | Q3 2021  July - Sept | Q4 2021  Oct - Dec |
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| Additional Comments | | | | |

Please note that there is a requirement for an activity report to be completed by December 2021

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| **Items of expenditure / breakdown**  **(Minimum amount per initiative €1,000 either Tusla or C&V Sector)**  Please list below breakdown of costs and include supporting documentation  *Supporting documentation includes but is not limited to quotes, emails, previous invoices of comparable cost, previous receipts of comparable cost, links to website items etc*  *Tusla internal projects may be capped at €1,250 unless they provide below a detailed expenditure plan or partner up with a funded agency.* | | |
| SAP Vendor Name: | Item: | Cost in Euro: |
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| Total cost of initiative | | € |

Please note it is the responsibility of all staff to ensure that the day-to-day operations and procedures for the initiative comply with the **Financial Regulations** [**available here**](https://www.hse.ie/eng/staff/resources/financial%20regulations/)

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| **Type of Initiative**  Please indicate if your initiative is either: | Tick most relevant box |
| Tusla services either individually or a coalition of Tusla services |  |
| Tusla services in partnership with funded/partner agencies |  |
| Describe how this initiative will engage stakeholders in the evaluation (children / young people / parents) at an individual / collective level? | |
|  | |

**Please return completed application forms approved by the Tusla Area Manager by COB on Friday 22nd January 2021**

**For children and young people’s participation and parental participation please return forms or direct queries to:**

*Dublin Mid Leinster:*

Avril Dooley Participation and Partnership Officer

Mobile: 087 745 6112 Email: [avril.dooley1@tusla.ie](mailto:avril.dooley1@tusla.ie)

*West:*

Jackie Concannon Participation and Partnership Officer

Mobile: 087 123 8198 Email: [jacqueline.concannon@tusla.ie](mailto:jacqueline.concannon@tusla.ie)

*Dublin North East:*

Michael Dunne Participation and Partnership Officer

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*South:*

Jackie Concannon Participation and Partnership Officer

Mobile: 087 123 8198 Email: [jacqueline.concannon@tusla.ie](mailto:jacqueline.concannon@tusla.ie)