

Peace



Northern Ireland - Ireland

European Regional Development Fund

A Local Authority Partnership Guide to Peace and Reconciliation Action Plans

EU Programme for Peace and Reconciliation 2014-2020,
Northern Ireland and the Border Region of Ireland

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REFERENCES¹:

Regulation (EU) No. 1299/2013 – European Territorial Co-operation Regulation [ETC]

Regulation (EU) No. 1301/2013 – European Regional Development Fund Regulation [ERDF]

Regulation (EU) No. 1303/2013 - Common Provisions Regulation [CPR]

Commission Delegated Regulation (EU) No 481/2014

SEUPB Programme Rules (PEACE IV and INTERREG V)

SEUPB Application Guide (PEACE IV and INTERREG V)

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¹ All of the above regulations can be downloaded from the European Commission's website - <http://ec.europa.eu/> by typing the names of the regulations, as provided above, into the search function. The SEUPB guides can be accessed at www.seupb.eu

SECTION 1

INTRODUCTION

The Special EU Programmes Body (SEUPB) is a North/South Implementation Body sponsored by the Department of Finance and Personnel in Northern Ireland and the Department of Public Expenditure and Reform in Ireland. It is responsible for managing two EU Structural Funds Programmes - PEACE IV and INTERREG V - which are designed to enhance cross-border co-operation, promote reconciliation and create a more peaceful and prosperous society.

This Guide is for local authorities in Northern Ireland and the Border Region of Ireland. It describes how to develop a Local Peace and Reconciliation Action Plan to fit with the requirements of the PEACE IV Programme. Your Local Peace and Reconciliation Action Plan will take the form of a single 'operation' for which, if your application is successful, you will be given one Letter of Offer. This operation will consist of a number of component elements which may be considered to be projects.

This Local Authorities Partnership Guide must be read in conjunction with the Application Guide and the Programme Rules, produced by the SEUPB. These documents are available on the SEUPB website – www.seupb.eu

SECTION 2

CONTEXT AND BACKGROUND

The involvement of local authorities in Northern Ireland and the Border Region of Ireland has been an effective mechanism in delivering significant elements of the PEACE III Programme and following public consultation it has been decided that they should be provided with an opportunity to implement PEACE IV in each of their respective geographical areas.

The Local Peace and Reconciliation Action Plan (referred to in this document as the 'Action Plan'), will be a targeted and locally-based response to the needs that have been identified in the PEACE IV Co-operation Programme².

We have taken account of the changes in local authorities in Northern Ireland (as a result of the Review of Public Administration in 2014-15³) and in Ireland (resulting from the Local Government Reform Act 2014⁴). The reforms in both jurisdictions have resulted in restructuring and change, and involve enhanced responsibilities for local authorities. In this context of change, it is appropriate that the new councils in Northern Ireland and the restructured councils in the Border Region of Ireland will take on the implementation of important elements of the PEACE IV Programme.

All councils wishing to participate in PEACE IV are required to identify the relevant Peace IV issues in their area and allow people to have a say in the way in which their plan is developed and implemented. To this end they will work with statutory representatives, the private sector, trade unions, local government elected representatives and the voluntary and community sector. This type of partnership working should lend itself to effective partnership working under PEACE IV.

The 11 councils in Northern Ireland are:

- Antrim and Newtownabbey District;
- Ards and North Down
- Armagh City, Banbridge and Craigavon District;
- Belfast District;
- Causeway Coast and Glens District;
- Derry City and Strabane District;
- Fermanagh and Omagh District;
- Lisburn and Castlereagh District;
- Mid and East Antrim District;
- Mid Ulster District;
- Newry, Mourne and Down District;

² The PEACE IV Co-operation Programme is available to download at www.seupb.eu

³ Full details of the Review of Public Administration in Northern Ireland is available at <http://www.northernireland.gov.uk/index/work-of-the-executive/review-of-public-administration-short-version.htm>

⁴ Full details of the Local Government Reform Action 2014 (Ireland) is available at <http://www.irishstatutebook.ie/2014/en/act/pub/0001/index.html>

The council areas in the Border Region of Ireland which are eligible for support under the PEACE IV programme are:

- Cavan County Council;
- Donegal County Council;
- Leitrim County Council;
- Louth County Council;
- Monaghan County Council;
- Sligo County Council.

For the six councils in Ireland, the Local Community Development Committees⁵ should be considered as a vehicle for the implementation of PEACE IV. In Northern Ireland, councils should consider the opportunity presented through the Community Planning process when determining an appropriate model for implementing PEACE IV. Those local authorities who are involved in the disbursement of funding from the Rural Development Programmes or other EU Programmes should also consider the structures they have put in place to manage that EU funding and consider what synergies can be applied between Programmes.

⁵ Chapter 2 Paragraph 36 of the Local Government Reform Act 2014.

Section 3

THE FOCUS OF PEACE IV FOR LOCAL AUTHORITIES

3.0 PEACE IV – Outputs and Impacts per Specific Objective

The PEACE IV Programme will build upon the experience of previous programmes by tackling the remaining challenges that exist in building positive relationships and developing shared spaces. Action Plans should evidence commitment to tackling real and complex issues, such as racism and sectarianism, which prevent the benefits of a united and shared community from being realised.

As was the case with PEACE III, the new PEACE IV Programme will embed the concept of reconciliation into the objectives and desired results of the Programme. There will be a strong emphasis on promoting cross-community relations and understanding.

Four specific objectives have been identified for PEACE IV. These themes are:

- *Shared Education;*
- *Children and Young People;*
- *Shared Spaces and Services;*
- *Building Positive Relations*

Local authorities are invited to develop an Action Plan which addresses three of these with a total programme budget allocation as follows:

<u>Specific Objective</u>	<u>Budget Allocation (ERDF)</u>
<u>Children & Young People</u>	<u>€14,500,000</u>
<u>Shared Spaces & Services</u>	<u>€24,500,000</u>
<u>Building Positive Relations</u>	<u>€30,000,000</u>

3.1 Required Outputs for Peace Action Plans

The Action Plans will contain practical projects which will contribute to the programmes results and deliver the agreed outputs of the strategic objectives described in the following three tables:

Table 1: Children and Young People

CHILDREN AND YOUNG PEOPLE Specific Objective 2
<p>Enhancing the capacity of children and young people to form positive and effective relationships with others of a different background and make a positive contribution to building a cohesive society.</p>
<p>The Programme will invest in children and young people so that they can reach their potential and maximise their contribution to a cohesive society. In particular the programme will bring about change in the form of clear, meaningful and sustainable "distance travelled" for individual young people in terms of good relations, personal development and citizenship: Good Relations interventions will contribute to lower levels of community division, sectarianism and racism, and will make a positive contribution to reconciliation. The participants will develop:</p> <ul style="list-style-type: none">• A respect for diversity;• An awareness of and sensitivity to the values, beliefs, customs and traditions of others;• An understanding of own identity and respect for others from different community and cultural backgrounds, abilities, orientations;• A positive predisposition to others from a different community/ cultural background;• Personal Development interventions will develop the social, emotional and 'soft skills' of the participant, including:<ul style="list-style-type: none">– Increased self-awareness and understanding;– Increased confidence and agency;– Planning and problem solving;– Relationships including leadership;– Resilience, determination;– Other relevant knowledge and skills for supporting own health and well-being. <p>Citizenship interventions will develop the capacity of the participant to make a positive contribution towards their participation in family, community and society. This will involve developing a knowledge and understanding of their own role and developing capabilities for:</p> <ul style="list-style-type: none">• Engagement with useful services;• Positive participation in community structures, initiatives and democratic processes;• Volunteering to support community;• Positive family and community relationships. <p>The programme will increase respect for diversity in young people by:</p> <ul style="list-style-type: none">• Increasing the understanding of and respect for the rights, equality and diversity of all without discrimination;

- Valuing and respecting difference and engaging positively with it, taking account of the on-going inter-community divisions arising from the conflict and the increasing diversity within society;
- Enhancing the skills, attitudes and behaviour needed to develop mutual understanding and recognition of and respect for difference.

The peace action plans are asked to bring about positive change to the following groups of young people:

Young people in the age between 0-24 years who would benefit from good relations interventions (programme target 21,000).

Result Indicators

The result indicators at programme level for the children and young people theme are:

- An increase in the percentage of 16 year olds who socialize or play sport with people from a different religious community 'very often' from 43% to 50%, 'sometimes' 24% to 28%.
- An increase in the percentage of 16 year olds who think relations between Protestants and Catholics are better than they were 5 years ago from 45% to 50%.
- An increase in the percentage of 16 year olds who think relations between Protestants and Catholics will be better in 5 years' time from 38% to 45%.

Output Indicators (Programme)

Indicator ID	Indicator	Measurement Unit	Target value
2.1	Phase 1. The number of participants aged 0-24 completing approved programmes that develop their soft skills and a respect for diversity.	Persons	21,000 (2023)

NB. Specific output indicators will be identified for each Peace Action Plan.

Indicative Targets for each Local Area

Indicator targets are set at Programme Level, however, the table below shows indicative targets for each Local Authority Area, which may be helpful as a planning tool.

Local Authority Area	Phase 1 Programme target of 21,000 (by 2023)	Interim target of 5,000 (by 2018)
Antrim and Newtownabbey	999	238
Ards and North Down	1,018	242
Armagh City, Banbridge and Craigavon	1,582	377
Belfast	4,453	1,060
Causeway Coast and Glens	1,165	277

Derry City and Strabane	2,060	491
Fermanagh and Omagh	869	207
Lisburn and Castlereagh	774	184
Mid and East Antrim	956	228
Mid Ulster	1,023	244
Newry, Mourne and Down	1,451	346
Louth	907	216
Leitrim	487	116
Sligo	223	53
Cavan	809	193
Donegal	1,436	342
Monaghan	786	187

Key features of the projects targeting young people between the ages of 0-24 include:

- Addressing the needs of local young people through specific actions identified in the local authority led action plans;
- All activity will be delivered on a shared basis which gives young people opportunity for sustained, purposeful interaction with others from a different background to have the capacity to change attitudes and behaviour.

Indicative actions to be funded include:

- Inclusive local community youth initiatives involving sport, arts, culture, language and the environment that promote positive relations through addressing issues of trust, prejudice and intolerance;
- Age appropriate actions that address sectarianism and racism;
- Youth centred initiatives that address anti-social behaviour;
- Creation of opportunities for young people from different tradition, cultural background or political opinion to meet and develop positive relationships;
- Youth leadership and citizenship programmes that build capacity for a shared society;
- Short-term diversionary activities at times of high community tension such as residential or sporting activity, where these form part of a longer term relationship building programme.

Note: The objective will have a two phase allocation. (Phase 1 will have an allocation of €14.5m with an allocation of €10.5m for Phase 2, depending upon the outcome of the 14-24 year Phase 1 evaluation.)

Table 2: Shared Spaces and Services

SHARED SPACES AND SERVICES Specific Objective 3 The creation of a more cohesive society through an increased provision of shared spaces and services
<p>One of the visible aspects of the conflict is the high level of segregation within society. This is evidenced by residential segregation, peace walls, sectarian graffiti, public display of flags and emblems in a manner aimed to mark territory and intimidate. As well as increasing social division and tension, segregation also inhibits the potential for economic development and the efficient delivery of public services.</p> <p>An opportunity exists, as expressed within “Together: Building a United Community” (OFMDFM) and the Reconciliation Fund Strategy (DFAT) to develop a shared community where public spaces are shared by all members of society.</p> <p>The Programme aims to bring about the following changes:</p> <ul style="list-style-type: none">• Existing civic spaces developed and managed in a manner that respects the rights, equality and diversity of all. The change will be reflected in how parades, flags, emblems, graffiti and other related issues impact on the public space. <p>This will involve changes in both attitudes and behaviour with a corresponding reduction in segregation.</p>
<p>Result Indicator</p> <p>Three indicators have been identified:</p> <ul style="list-style-type: none">• The percentage of people who would define the neighbourhood where they live as neutral; from 64%: always or most of the time to 68% and from 22%: sometimes to 26%.• The percentage of people who would prefer to live in a neighbourhood with people of only their own religion; from 20% to 16%.• The percentage of people who prefer to live in a mixed religion environment; from 71% to 75%. <p>It is recognised that in addition to the impact of the Programme investments, these indicators are very sensitive to other external factors. For example, the lack of a political consensus on how to deal with issues around parades, flags and the past may result in a negative shift in opinions. However, proposed investments should contribute towards improved relations, which is an important component in achieving the overall aim of reconciliation.</p>
<p>Output Indicators</p>

Indicator ID	Indicator	Measurement Unit	Target value (2023)
3.2	Local initiatives that facilitate the sustained usage on a shared basis of public areas/buildings	Number	17
NB. Each plan is required to define and deliver one local initiative.			

The programmes will promote a number of actions:

- Developing the shared aspect of existing neighbourhoods, public spaces and buildings;

The Programme will support local initiatives with the aim of making public spaces in cities, towns and villages more inclusive; this will often involve addressing sensitive topics around parades, flags, emblems, graffiti and other issues which serve to intimidate and make some members of society, whether based on religion, race or other factors, feel unwelcome in some areas.

Projects may include activities that contribute to an enhancement of the environment in local communities e.g. the enhancement of existing urban infrastructure or natural spaces.

In some cases, activities may include managing dialogue, reconciliation and capacity building between interface communities; leading to the creation of a shared vision and conditions where communities feel it is safe and appropriate to proceed with the removal of interface barriers in their area.

Indicative actions for the *Shared Space and Services* Specific Objective might include:

- Programming initiatives designed to facilitate maximum and sustained levels of shared usage within these new developments;
- Public/Community partnerships and facilitation for programme activities for shared space;
- Protocol development programmes to facilitate greater collaboration between people and places;
- Regeneration activities to remove/replace sectarian graffiti, flags and emblems;

Table 3: Building Positive Relations

BUILDING POSITIVE RELATIONS Specific Objective 4
<p>The promotion of positive relations characterised by respect, and where cultural diversity is celebrated and people can live, learn and socialise together, free from prejudice, hate and intolerance.</p>
<p>There has been a significant and sustained reduction in the overall level of violence directly related to the conflict. However, there is evidence of continued high levels of sectarianism and racism. The increasing levels of ethnic diversity alongside relatively high levels of socio-economic deprivation in some areas presents new challenges for achieving greater integration and citizenship within society. Due to the history of division in Northern Ireland and the Border Region, some sections of society have not yet developed the capacity to deal positively with diversity and difference.</p> <p>The theory of change which underpins the Programme emphasises the importance of contact at an individual and community level. The Programme will provide opportunities for sustained, meaningful and purposeful contact between individuals and groups of different backgrounds and on a cross border basis. Through this contact the Programme will result in a reduction in isolation, polarisation, division, prejudice, sectarianism, racism and stereotypes between/among groups.</p> <p>The Programme will pay particular attention to minority groups and groups who traditionally have been marginalised in society so that opportunities will be created that allow for a greater degree of participation and integration in society.</p> <p>Building on the experience of previous programmes, the development of strong local partnerships will be supported.</p> <p>The development of cross border relationships will be encouraged and facilitated. The Programme will support actions to ensure the full participation of women in leadership and local initiatives. The Programme will also result in high level of engagement and inclusion of all target groups in reconciliation activities, through ensuring a balance between local and regional initiatives, including cross border initiatives.</p>
<p>Result Indicators</p> <p>Three indicators have been identified that will indicate a moving towards increased good relations and respect:</p> <ul style="list-style-type: none">• An increase in the percentage of people who think relations between Protestants and Catholics are better than they were 5 years ago from 45% to 52%.

- An increase in the percentage of people who think relations between Protestants and Catholics will be better in 5 years' time from 40% to 48%.
- An increase in the percentage of people who know quite a bit about the culture of some minority ethnic communities from 30% to 38%.

Output Indicators

Indicator ID	Indicator	Measurement Unit	Target value (2023)
4.1	Local Action Plans that result in meaningful, purposeful and sustained contact between persons from different communities.	Number	17

NB. Each partnership is asked to provide one local action plan.

Indicative actions to be funded include:

- The development of strong inclusive civic leadership, including increasing the capacity of marginalised groups to participate in peace and reconciliation activities;
- Conflict resolution and mediation at a local level;
- Sport, arts, culture including Irish and Ulster Scots language and environment projects e.g. the enhancement of existing urban infrastructure or natural spaces that promote positive relations through addressing issues of trust, prejudice and intolerance;
- Projects to facilitate personal interaction between residents and groups from divided neighbourhoods;
- Events linked to the decade of commemorations that explore history in a sensitive manner and build mutual understanding.

In all cases, projects will be inclusive in nature and will ensure meaningful, purposeful and sustained contact between people of different backgrounds, and which have the capacity to change attitudes and behaviour. Initiatives should evidence a direct commitment to tackling real and complex issues, such as sectarianism and racism.

All projects will involve people from diverse backgrounds and be cross-community based; in particular cross-border activity will be supported and facilitated.

The Programme will support actions to facilitate the full participation of women in local initiatives and should also include targeting those groups particularly impacted by the legacy of the troubles/conflict, such as victims and survivors, those communities with social low capital, and those identifiable groups and networks dealing with specific legacy issues. For example, young and older people, women, the faith community, victims and survivors, those suffering from physical or mental disability arising from the legacy of violence, ex-prisoners, displaced persons and former members of the security forces.

3.2 How to make sure your Action Plan is Results Oriented

Perhaps the most significant change in the 2014 – 2020 funding period is the clear '*results orientation*' of the Programme.

'Results Orientation' means focusing the design, delivery and measurement of your Peace Action Plan on the change that you wish to achieve. You must demonstrate how your programme and each of its component parts will have a measurable effect in contributing to the results⁶

To ensure the achievement of results each objective has:

- **Specific objectives** which reflect the desired positive change that the Programme wishes to promote, and the identified needs of the PEACE IV Programme area.
- **Result indicators** aligned to policy which capture the change to be achieved. These are measured at a programme level by SEUPB.
- **Output indicators** which relate to goods and services provided with support from the funding. Each indicator is tangible and can be counted and answer the question: "What did we spend the money on?" The output indicators contribute directly to the achievement of the result indicators.

In this period, all applicants for funding must demonstrate that their project will assist in achieving the result indicators set out within in Co-operation Programme (CP) and thereby contribute to the overarching purpose of the programme of supporting reconciliation, understanding and building a cohesive society.

All applicants must clearly demonstrate that their activities will contribute to the results and indicate a clear understanding of how and why this is to be measured and monitored in the short, medium and long term.

The '*results orientation*' of the PEACE IV Programme will require you to put forward focused Action Plans based on

- Children and Young People;
- Shared Spaces and Services;
- Building Positive Relations.

Your Action Plan will provide a locally-based needs analysis to align with the results framework within the call for applications. This needs analysis can then be used as a baseline against which progress may be tracked.

⁶ The results indicators are measured via the Northern Ireland Life and times survey, therefore the Action Plans in the Border Region may not impact directly on these results indicators, but Action Plans in the Border region should still demonstrate a contribution to the policy objective within the specific context of the Border Region.

You must also clearly describe the **results** and **outputs** of each of the elements of your Action Plan, what you are going to do to achieve them, how you will deliver the change, and indicate how the outputs and results will be tracked, measured and evaluated. Every successful application will be able to demonstrate:

1. How it contributes to the results and outputs of the themes identified.
 - Particular focus will be given to the direct contribution to peace and reconciliation.
 - Projects will have to demonstrate that they are creating opportunities for sustained meaningful and purposeful contact between people and groups of different backgrounds and in so doing contribute to the result and outputs of the call.
2. Quality of the project design
 - Projects will have to demonstrate a direct link between their proposed activities and the proposed impact of the project.
 - Particular attention will be given to measures to ensure the inclusion of the marginalised or other target groups.
3. Quality of the project team, partnership and implementation arrangements;
 - Projects will have to demonstrate that the partnership and project team is appropriate and has the right skills and experience to lead the project and deliver on the peace and reconciliation outputs.
4. Value for money;
5. Quality of cross community and cross border co-operation with demonstrable added value;
 - Cross border co-operation will be encouraged through the development of appropriate partnerships and implementation arrangements where these add value to the delivery of the Programme. In all cases including those projects implemented on a single jurisdiction basis, the project will have to demonstrate how they will effectively ensure participation from all communities in their activities.
6. Contribution towards sustainable development;
 - Projects will be encouraged to consider how their activity can be designed to positively contribute towards this horizontal principle.
7. Contribution towards equality.
 - Projects will be encouraged to consider how their activity can be designed to positively contribute towards this horizontal principle.

Where possible, local authorities should include cross-border elements to their Action Plan.

3.2 Target Groups

Local Plans will engage and include target groups in reconciliation activities, including cross-border initiatives. Local plans will support actions to facilitate the full participation of women in local initiatives, including leadership, and should also include targeting those groups particularly impacted by the legacy of the troubles/ conflict such as victims and survivors and

those communities with low social capital, and those identifiable groups and networks dealing with legacy issues such as young and older people, women, the faith community, victims and survivors, those suffering from physical or mental disability arising from the legacy of violence, ex-prisoners and former members of the security forces.

3.3 Partnership and Representation in Local Plans

The principle of partnership is embedded in the reforms of local government that are in the process of being implemented on either side of the border. In the Border Region of Ireland, the membership of Local Community Development Committees has been established in the Local Government Reform Act 2014⁷. This describes the partnership composition of the new committees. In Northern Ireland, in making arrangements for community planning, committees shall be convened which will comprise both members of the local authority and non-members.

Such approaches to embed the principle and practice of partnership into the workings of the council will also serve the requirements of the PEACE IV Programme which requires a partnership approach in its implementation.

The SEUPB will not be prescriptive in terms of partnership composition or the partnership process. However, it is critical that representation is balanced, members have appropriate skills and expertise on peace building and reconciliation, and community interests and needs are represented. The Partnership process must ensure effective communication on the development and implementation of the Peace Action Plan including transparency of decision making.

In addition, it is essential that the partnership is an appropriate size to be effective and efficient. The partnership agreement will ensure equality of contribution from all participating stakeholders.

In keeping with the guidelines embedded in the reforms, partnerships may include all or some of the following:

- Public Sector Bodies;
- Government Departments;
- Youth organisations
- Voluntary Sector Organisations;
- Local Community Organisations;
- Universities and Institutes of Technology;
- Colleges of Further Education;
- Trade Unions;
- Business Federations.

⁷ Chapter 2 Paragraph 128C (Page 56) of the Local Government Reform Act 2014.

3.4. Table 5: Guiding Principles of Partnership

GUIDING PRINCIPLES OF PARTNERSHIP	
Guiding Principle	Which means that...
Participation	<ul style="list-style-type: none"> ➤ As many people and organisations as possible should contribute to the planning process. ➤ Public involvement should begin early in the process. ➤ People who will be affected by the results of the Action Plan should have an opportunity to participate in the planning process. ➤ Particular effort must be made to facilitate the involvement of marginalised and disadvantaged groups. ➤ Different methods are used to engage different types of groups.
Openness	<ul style="list-style-type: none"> ➤ Participants in the planning process can expect early and frequent opportunities to feedback including: <ul style="list-style-type: none"> ○ easy to read and accessible information; ○ adequate notice of meetings, events, etc.
Shared Ownership	<ul style="list-style-type: none"> ➤ All those involved in the process or affected by it should feel a sense of shared ownership and responsibility. ➤ The partnership working arrangements should be team-based with decision making based on consensus.
Representative	<ul style="list-style-type: none"> ➤ Decisions are made by people or groups who are representative of the local constituency and are based on the issues in that area. ➤ Decisions need to be taken by open and transparent processes. ➤ Decisions should be linked to wider policy issues at sub-regional, national, cross-border, European and global levels.
Mutual Respect	<ul style="list-style-type: none"> ➤ There is respect by all participants of the views of others on a strategic partnership.

Each Local Authority will act as Lead Partner. Each Action Plan must be accompanied by a Partnership Agreement. The responsibilities of a Lead Partner and the required contents of a Partnership Agreement are explained in detail in Section 3 of the SEUPB's Programme Rules document.

Section 4

PREPARING YOUR LOCAL PEACE AND RECONCILIATION ACTION PLAN

Introduction

Each local Peace and Reconciliation Action Plan will be designed to create and support a locally relevant and focussed programme of activity in line with the programme results and objectives.

The indicative actions for each of the objectives provide useful guidance on the type of activity which should form the core of the plan. While the list is not exhaustive, and every plan must be relevant to local circumstances, each local plan must demonstrate how it adheres to and delivers the specific objectives of Peace IV.

4.1 Who should shape your local Peace and Reconciliation Plan?

Community engagement and consultation will have an important role in shaping the activities that you will deliver in order to achieve these results and outputs. The purpose of engagement is:

- to raise awareness amongst local communities
- to clarify with all stakeholders that PEACE IV is a focused Programme with established results and outputs which define eligible activity and is building on previous work
- to allow local people to make positive contributions towards the design of the activities which will deliver on the results and outputs of the Programme and
- to hear and provide feedback on progress with implementation of the Action Plan.

You must be able to demonstrate that a meaningful and transparent public consultation process has been undertaken. The manner and intensity with which you consult them may vary from theme to theme. However it is expected that all key local stakeholders: elected representatives, local people, locally based statutory, community and voluntary organisations, business interests, etc., should be invited to contribute the development of the Action Plan. The consultation may be implemented in conjunction with other consultations on related issues.

Within *Building Positive Relations* particular attention must be paid to marginalised and minority groups, providing opportunities that allow for a greater degree of participation and integration in society at the local level. This will extend the concept of formal citizenship and democratic society from one of basic civil, political, social and economic rights to one of direct democratic participation and responsibility.

In your consultation process, you must demonstrate:

- Clearly developed and defined partnership approaches;
- Strategic approaches to addressing local issues relevant to the three themes of: Children and Young People; Shared Spaces and Services; and Building Positive Relations;

- Inclusive consultation with relevant groups and practical methodology of how this will take place;
- Complementarity with statutory provision / other plans / projects supported under the PEACE IV Programme. This will require proactively talking to agencies and other local authorities about their plan and any opportunities for working together, particularly to enhance cross-community and cross-border results and outputs;
- Provide evidence on how it complements existing work in the local areas and/or builds one existing platforms/initiatives.

Consultation will not be restricted to the planning process. Each Partnership must hold at least one public meeting per annum to update all stakeholders on the progress of the implementation of the Action Plan and check on the relevance of the activities contained within the Action Plan. In addition, the electronic and social media activity of the Partnership should be outlined in the communication plan.

4.2 Shaping and Presenting Your Plan

The Action Plan will supplement a short application online application form which you must also complete. Together, they will be assessed and presented for approval by the PEACE IV Steering Committee.

Below is an example of the content expected in an Action Plan;

Table 4: Content of a Local Peace and Reconciliation Action Plan

SECTION	CONTENTS
Section 1: Project Information (4,500 characters excluding partner information)	<ul style="list-style-type: none"> • Project Information –How the project fits with the Outputs and Results. • Activity should not extend beyond December 2021 • Project Partners
Section 2: Executive Summary (Max. 6,000 characters)	<ul style="list-style-type: none"> • This is not an “introduction”. It is a summary of the agreed Action Plan and the results you hope to achieve and how you will present this impact? • This should summarise the changes you wish to see and the actions you will undertake to contribute to the PEACE IV Programme results and outputs. • This section should also outline the resources (includes partners) needed to implement the Action Plan. • A summary of each section of your Plan should be included.

SECTION	CONTENTS
<p>Section 3: The Proposed Project (Peace & Reconciliation Action Plan) (Max. 18,000 characters)</p>	<ul style="list-style-type: none"> • Provide a description of the main elements of your plan against the three thematic areas identified and a description of how the works/activities under each theme relate to the identified needs of the area and complement/relate to each other. • Provide detail of the specific indicative actions (projects) under each strategic priority which will contribute to the Programme results and outputs. You must clearly identify the Result, Output and Target. • Detail how the proposed actions/projects within your plan contribute to enhanced peace and reconciliation. • Please identify those areas of your plan which will cross border as well as cross community benefits. • Provide SMART⁸ objectives for each indicative action / project. • Present performance indicators, targets and dates against which the achievement of your results and outputs can be measured. These must be annual targets as a decision will be taken after three years as to whether or not to enact a break clause. • Specify the selection criteria to be used for the assessment and selection of projects (i.e. small grants) which may reflect a simplified version of that used by the SEUPB (<i>see Application Guide</i>) to manage its main application process.
<p>Section 4: Strategic & Policy Context (Max. 8,500 characters)</p>	<ul style="list-style-type: none"> • Summary of how the council has developed the plan. • Description of the Partnership and its membership. • Summary of approach to consultation and participation. • Overview of the strategic context of the Action Plan for example: <ul style="list-style-type: none"> – What regional or local strategies/priorities does the project address? – How does the proposed project fit with other local, regional or national projects or initiatives? Please describe any connections/linkages proposed with other initiatives. • Statement of guiding principles and governance structure overseeing the implementation of the Action Plan.

⁸ SMART stands for Specific, Measurable, Achievable, Realistic and Time-bound.

SECTION	CONTENTS
<p>Section 5: Need & Demand (Max. 6,000 characters)</p>	<ul style="list-style-type: none"> • Analysis of the key service providers in the area, key decision makers and the resources under the theme being applied for. • Audit of current policies, plans and current service provision locally in relation to Community Planning and with specific reference to the three themes of: <i>Children and Young People; Shared Spaces and Services; Building Positive Relations.</i> • <i>Previous literature and research conducted to provide a contextual overall (evidence of the issues).</i> • Analysis of the economic, social and environmental situation where relevant to this priority. • Locally-based needs analysis. This needs analysis can then be used as a baseline against which the progress of the Action Plan may be tracked. For example you should detail: <ul style="list-style-type: none"> - the needs/opportunities that the plan seeks to address - state clearly who is most affected by the problem(s) being addressed by the plan - identify the drivers or underlying causes of these problems. - describe the beneficiaries/potential recipients of the work of the plan e.g. if you are proposing training activities what are the demographics (age, employment, educational attainment etc.) of potential recipients within the area in which the project will operate? • What evidence is there that those potential recipients want the type of services you want to offer? How you have consulted with people? <i>This should include, where possible, attitudinal surveys.</i> • Tell us how this plan is building upon previous peace action plan activities/project(s). • Are there any other complementary or competing provision? Describe how your plan complements and adds value to similar ongoing or proposed work in the region and beyond. • What is unique or special about what you propose to offer? • Outline how and by what extent the proposal contributes to relevant local and regional policies.

SECTION	CONTENTS
Section 6: Project Options Considered and Preferred Option (Max. 6,000 characters)	<ul style="list-style-type: none"> • Options explored for contributing to the PEACE IV Programme results and outputs. • Criteria for selecting preferred option(s). • Selected actions/activities.
Section 7: Budget & Financial Projections (Max. 21,000 characters)	<ul style="list-style-type: none"> • Provide annual projected budget for each indicative action – this must be in keeping with the indicative budget per thematic area that has been allocated to your council area (<i>see Section 5 of this document</i>). • Confirm the value of the grant sought and any other funding which will be available for the delivery of your plan (e.g. other grants, income generated, or in kind contributions). • If you are including a small grants programme, present your selection criteria which may be a simplified version of that used by the PEACE IV Programme (<i>see SEUPB's Application Guide for details – available to download from www.seupb.eu</i>). • A detailed budget and income statement including a Project cash flow statement for project implementation and assumptions which underpin this information. • Guidance on cost eligibility is contained within the “Programme Rules” document. The cost categories are as follows: <ol style="list-style-type: none"> 1. Staff Costs; 2. Office and Administrative Costs (Overheads); 3. External Expertise and Services Costs; 4. Travel and Accommodation Costs; 5. Equipment and Investment Costs; 6. Investment Costs⁹ (Capital). • Please describe the use of any cost simplification proposals. <p>Template expenditure and income tables and cash flow tables are included in Annex 1.</p>
Section 8: Risk Analysis (Risks, Uncertainty & Constraints (Max 5,000 characters)	<ul style="list-style-type: none"> • Explain what might impact on the projects ability to deliver the outputs or achieve its full impact. These risks could be: <ul style="list-style-type: none"> • technical; • financial (including exchange rate risk); • organisational;

⁹ Article 3 of Regulation (EU) No. 1301/2013 [ERDF]

SECTION	CONTENTS
	<ul style="list-style-type: none"> • economic; • social; • management; • legal; • timing; or • environmental. <p>Explain how you will manage the risk identified.</p>
<p>Section 9: Horizontal Themes – Sustainable Development and Equality (Max. 8,000 characters)</p>	<p><i>Sustainable Development:</i></p> <ul style="list-style-type: none"> • All funded projects must align and comply with the Sustainable Development Strategy, adopted by the European Council in June 2006; as well as the respective national Sustainable Development Strategy within each jurisdiction¹⁰. • Illustrate how you will promote sustainable development in terms of the integration of environmental, economic and social issues. • Show how the principle of sustainable development has been incorporated into the design of your project and is embedded into the monitoring of the project. • Where appropriate, demonstrate that you have undertaken an environmental impact assessment and include its results. • In the case of any capital/construction projects, have environmental standards been incorporated into the design of the proposed projects? Such standards may include the Building Regulations Code incorporating measures for sustainable design such as: energy/CO₂; water; materials; surface water runoff (flooding and flood prevention); waste; pollution; health and well-being; management; ecology. <p><i>Equality:</i></p> <ul style="list-style-type: none"> • Show how your project will mainstream the principle of equality and how that there has been meaningful consultation with key target groups in drawing together the plan. • What is the likely impact on equality of opportunity for those affected by the proposed project? • Are there opportunities to better promote equality of opportunity as a result of the proposed project?

¹⁰ The UK Sustainable Development Strategy can be accessed at: <https://www.gov.uk/government/publications/securing-the-future-delivering-uk-sustainable-development-strategy> and information about Ireland's policy can be accessed via: <http://www.environ.ie/en/Environment/SustainableDevelopment/>

SECTION	CONTENTS
	<ul style="list-style-type: none"> • To what extent is the project likely to impact on good relations between people of a different religious belief, political opinion or racial group? • Are there opportunities to better promote good relations between people of a different religious belief, political opinion or racial group as a result of the proposed plan? • Show that there has been meaningful consultation with key target groups in drawing together the plan.
<p>Section 10: Management Arrangements (Project Delivery, Resourcing and Governance) (Max. 12,000 characters)</p>	<p><u>Delivery Plan</u> Provide a Delivery plan, to include:</p> <ul style="list-style-type: none"> • Details of various actions required to operationalise your project, and the timing of these. • Identify the main partners to be involved in the delivery of the plan and/or the elements of your plan which will be subject to external procurement. • For projects involving more than one partner clearly specify the responsibilities of each partner for different actions of groups of actions. • Identify key milestones associated with implementation and corresponding dates. • Detail how activities will be undertaken to ensure the project is delivered as a coherent whole. • For projects with a large procurement element, detail a procurement plan with responsibilities and time scales. • Summarise your delivery plan in a GANTT chart, or similar tool, outlining your project schedule against the key project elements and activities. • Outline the key risks which may impact on the delivery of your plan and how you intend to mitigate those risks. • Provide a detailed timetable for the implementation of the Plan – this should show how you will roll out each identified action, prioritise activities and ensure that all key elements are delivered on time and in full. <p><u>Governance</u></p> <ul style="list-style-type: none"> • Detail the project management structure and governance arrangements for the delivery of the Plan. • Names and description of any other organisations which will be project partners for the delivery,

SECTION	CONTENTS
	<p>including their structure, aims and objectives and legal status.</p> <ul style="list-style-type: none"> • Why is the proposed partnership the best possible for the delivery of the project? • Provide evidence that quality management arrangements are in place regarding timelines, organisation, tasks and responsibilities. These must be well defined and realistic. <p><u>Staffing</u></p> <ul style="list-style-type: none"> • Outline the Staffing Structure and how will this be effected e.g. will additional staff be required, will external services or works be procured, will volunteers be utilised etc. • Provide job descriptions and proposed salary grades for staff posts. • Identify the Senior Responsible Officer for the implementation of the plan. • For existing staff please detail how they will be skill matched to the needs of this project and their existing posts will be back filled or ended. • How will staff be managed including performance? • If consultants/external service providers are proposed provide a brief for the appointment of these service providers. • Accommodation needs, etc. for the project and how these will be procured/appointed. • Provide a plan which will identify appropriate milestones and delivery targets to assist you in tracking implementation. These targets will form the basis for our grant award and will be linked to the reimbursement of your costs. • Provide a summary of the implementation timetable including plans and timing for future consultation and how you might update/refresh your Action Plan if necessary.
<p>Section 11: Communication (and Marketing) Plan</p> <p>(Max. 6,000 characters – excluding templates)</p>	<p>In line with the Communications Plan template on the SEUPB website (www.seupb.eu), the communications plan should include information on:</p> <ul style="list-style-type: none"> • WHO? - the target groups to whom you want to convey your messages and the person(s) responsible within the partnership for implementing the information and publicity activity. • WHY? - the aims of the different project activities and the final results required.

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	<ul style="list-style-type: none"> • WHAT? - the strategy and content of the information and publicity activity you intend to undertake. • HOW? – how you will communicate your messages to the different project stakeholders such as potential participants in the project, those whom the project will impact upon, and the general public. • WHEN? - an indicative timeframe for the different activities. Being proactive and starting early with your communications plan will be a great help. • EVALUATION - an indication of how you will evaluate the information and publicity activities and the visibility and awareness you have created of the project and the EU funding it attracted. • TIMELINE - an indication of the time needed to implement the communications plan. <p>BUDGET – an indication of financial resources needed to implement the communications plan.</p>
<p>Section 12: Monitoring & Evaluation Plan (Max. 12,000 characters)</p>	<ul style="list-style-type: none"> • Provide details of the proposed arrangements for monitoring and evaluation – this should be before, during and after implementation of projects within your plan and the plan as a whole. This should indicate factors to be evaluated, when, how and by whom. <p>Please provide:</p> <ul style="list-style-type: none"> • A breakdown of the results and outputs envisaged/proposed for your plan and its constituent projects. • Details on how these results and outputs will be attributed to each project partner. • How you intend to monitor and evaluate the progress of the plan during its delivery against these results and outputs e.g. <ul style="list-style-type: none"> – what baseline information will be required – how will baseline information be collected – what monitoring techniques will be employed during project delivery – how will data be collected – how often will data be collected – who will analyse the data collected – how will this be used to inform project delivery – how will the information be incorporated into the project governance arrangements?

SECTION	CONTENTS
	<ul style="list-style-type: none"> • Present your reporting and feedback arrangements including timetable and arrangements to publish an Annual Report.
<p>Section 13: Exit Strategy (Max. 4,500 characters)</p>	<ul style="list-style-type: none"> • Provide evidence of the durability of the outputs and results of the plan – (i.e. the long-lasting effect of the achievements beyond the duration of the project(s)). • Outline the strategy proposed to secure the long-term impact of the plan - (e.g. mainstreaming/sustaining the project(s)/rolling out of results). • Describe how you will maintain (if appropriate) the projects/initiatives included within the plan without European funding or manage the expectations of your recipients/participants in the case of scaling back or completing the plan.
<p>Required Annexes to the Action Plan</p>	<ul style="list-style-type: none"> ➤ Annex 1 – Checklist of Information to be Submitted ➤ Annex 2 – Checklist for Capital Projects Applying to the INTERREG VA and PEACE IV Programmes ➤ Annex 3 – Overview Activity Plan ➤ Annex 4 – Work Plan Templates ➤ Annex 5 – Budget Projections ➤ Annex 6 – Staff Costs ➤ Annex 7 – External Expertise & Services ➤ Annex 8 – Travel & Accommodation ➤ Annex 9 – Equipment Costs ➤ Annex 10 – Investment Costs

4.3 Practical and Operational Matters

Plans may have an implementation period up to December 2021. Applicants must explain what time frame is required for their Action Plan and why. Regardless of the timeframe granted to an Action Plan, a natural break will be written into the Letter of Offer three years after the initial phase of implementation. At this stage the Action Plan will be evaluated and results and outputs monitored against what was to be achieved for the period.

A typical Peace and Reconciliation Action Plan should be:

- Well presented, readable and easily followed by the public;
- A working document and not just for publication (you might choose to publish an abbreviated version for a wider readership);
- Presented in 12pt font; 1.5 space (for readability).
- Inclusive of an Executive Summary of approximately three pages with appendices for further details if necessary;
- In paper format and in electronic format (for email and/or website access);
- Well structured for easy navigation: use chapters, numbered paragraphs, page numbers, etc. Citations must be referenced to the original source;
- Extremely clear in how its actions will contribute to the results and outputs of the PEACE IV Programme;
- Based on regional, district and local area data and analysis;
- Make use of illustrations, maps and charts where this enhances understanding of the analysis;
- Publicly available in its full form on request or through distribution to key stakeholders and public buildings.

4.4 Duration of the Action Plan

The duration of the project can be up to December 2021 depending on the nature of the activities being proposed and the budget available. Where a project is over 3 year's duration, the second phase of the project will be conditional on a rigorous mid-term evaluation to re-confirm the allocation of funding. This will eliminate the need for re-application during the programming period.

The mid-term review will evaluate progress against the achievement of results and output indicators, measured against what was agreed in the Letter of Offer. A break clause at the three year point of operation implementation will be written into Letters of Offer. The enactment of the break clause could result in: (i) the early termination of the plan; (ii) a reduction in funding to the plan; or (iii) a break in implementation to allow time for the council to put in place mitigating measures to ensure indicators are achieved.

It is recommended that each plan will operate for a minimum 3 year period.

4.5 Action Plans with Actions Concerning Commemorations¹¹

The PEACE IV programming period 2014 -2020 coincides with the centenaries of a number of political events which have shaped British and Irish identity in the 20th century, and which continue to impact on the present and the future in the eligible areas. Some Local Authority Partnerships may therefore wish to fund activity around these events under the PEACE IV programme. In seeking support, each initiative relating to commemoration events will be expected to demonstrate how it contributes to the results of the Programme and, in particular, to demonstrate how it will:

- improve relationships between communities through addressing issues of trust, prejudice and intolerance and
- ensure that events and activities are organised in a manner that does not alienate or antagonise other sections of the wider community.
- address issues surrounding reconciliation.

4.6 Action Plans which Include a Small Grants Programme

Small Grants will feature only in the Local Peace and Reconciliation Action Plans component of the PEACE IV Programme.

The maximum value of a small grants project must not exceed £100,000 (€125,000) and if possible it should be considerably below this threshold. In an effort to safeguard the strategic nature of the Programme, Small Grants should not exceed 25% of the value of the Action Plan. The grants must also demonstrate how the chosen projects deliver the outputs required within the co-operation programme.

The selection of projects under Small Grants must be in compliance with the SEUPB's rules on project selection (*see Section 5 of the SEUPB's Application Guide*). However, in keeping with a move towards simplification, Local Authority Partnerships may put forward their own simplified assessment and scoring process, to be agreed with the SEUPB, with a view to reducing the administrative burden for those organisations that avail of the small grants funding.

¹¹ Information available on commemorations is available via: <http://www.community-relations.org.uk/marking-anniversaries>

SECTION 5

CALL DETAILS AND AMOUNT OF AVAILABLE FUNDING

5.1 Closed Call to Councils

There will be a closed call for applications for local authorities applying to the PEACE IV Programme. There will be a rolling call for submission of applications between March and June 2016 with development support offered in advance of making your application. It is mandatory that you attend the development workshops.

Table 6: Key Stages in the Application Process

Deliverable	Timescale
<i>Guidance Issued</i>	<i>December 2015</i>
<i>Development Phase</i> Development workshops will be delivered by the SEUPB and attendance from all eligible Councils is mandatory.	<i>December 2015 – May 2016</i>
<i>Submit Stage 1 Application Form</i>	<i>March – June 2016</i>
<i>Steering Committee Stage 1 Decision</i>	<i>8 weeks post application receipt.</i>
<i>Stage 2 Submission</i>	<i>6 Weeks after Steering Committee Decision</i>
<i>Steering Committee Stage 2 Decision and Letter of Offer issue</i>	<i>Within 22 weeks of Stage 2 submission</i>

5.2 Indicative Budget allocations per Local Authority and per Theme

A total of **€69 million ERDF** has been allocated to the Councils for the 2014 – 2020 period to deliver their operations which will contain projects under the themes of: Children and Young People; Shared Spaces and Services; and Building Positive Relations at the Local Level.

The indicative allocations for both Northern Ireland and the Border Region are based on per capita (Census) and deprivation (NI Multiple Deprivation Measure and Trutz Haase Deprivation Index). It should be noted that the deprivation measurements within the two jurisdictions are not comparable and the methodology calculating the deprivation factor also differs between the two jurisdictions, however the weightings for per capita and deprivation are the same.

Each council area, depending upon its population, shall have an indicative budget that they may bid for (*see Table 7 below*). The actual allocation to the Action Plan will be determined

after a robust value for money assessment, and the allocation may be lower than that indicated if sufficient justification is not presented in the application.

The indicative budget has been further broken down according to each of the themes.

Budgets can be presented over a five year period; from 2016 – 2021, although the duration of the Action Plan should be influenced by the budget available and the needs of the area. Where possible, local authorities should have an even spend over the course of their Action Plan which must include an annualised budget.

Table 7: Indicative ERDF Budget allocation (in Euro) per Local Authority and per Theme

Local Authority Area	Peace Action Plan €69m ERDF	Children and Young People (aged 0-24) €14.5m ERDF	Shared Space €24.5m ERDF	Building Positive Relations €30m ERDF
Antrim and Newtownabbey	3,283,796	690,084	1,165,991	1,427,721
Ards and North Down	3,343,830	702,700	1,187,307	1,453,823
Armagh City, Banbridge and Craigavon	5,198,808	1,092,520	1,845,962	2,260,326
Belfast	14,630,686	3,074,612	5,194,977	6,361,097
Causeway Coast and Glens	3,826,771	804,189	1,358,787	1,663,795
Derry City and Strabane	6,769,578	1,422,614	2,403,702	2,943,262
Fermanagh and Omagh	2,854,114	599,787	1,013,422	1,240,905
Lisburn and Castlereagh	2,544,272	534,674	903,405	1,106,193
Mid and East Antrim	3,142,553	660,402	1,115,839	1,366,312
Mid Ulster	3,360,572	706,218	1,193,252	1,461,102
Newry, Mourne and Down	4,769,023	1,002,201	1,693,357	2,073,465
Louth	2,981,080	626,425	1,058,482	1,296,173
Leitrim	1,599,970	336,207	568,096	695,667
Sligo	731,735	153,762	259,815	318,158
Cavan	2,659,501	558,850	944,301	1,156,350
Donegal	4,719,788	991,786	1,675,840	2,052,162
Monaghan	2,583,925	542,969	917,466	1,123,490
	€69,000,000	€14,500,000	€24,500,000	€30,000,000

Table 8 Indicative total Budget allocation (ERDF & Match) (in Euro) per Local Authority and per Theme

Local Authority Area	Peace Action Plan Total (ERDF + Match)	Children and Young People (aged 0-24) Total (ERDF + Match)	Shared Space Total (ERDF + Match)	Building Positive Relations Total (ERDF + Match)
Antrim and Newtownabbey	3,863,290	811,864	1,371,754	1,679,672
Ards and North Down	3,933,918	826,706	1,396,832	1,710,380
Armagh City, Banbridge and Craigavon	6,116,245	1,285,318	2,171,720	2,659,207
Belfast	17,212,573	3,617,191	6,111,738	7,483,644
Causeway Coast and Glens	4,502,084	946,105	1,598,573	1,957,406
Derry City and Strabane	7,964,210	1,673,664	2,827,885	3,462,661
Fermanagh and Omagh	3,357,781	705,632	1,192,261	1,459,888
Lisburn and Castlereagh	2,993,261	629,028	1,062,829	1,301,404
Mid and East Antrim	3,697,122	776,944	1,312,752	1,607,426
Mid Ulster	3,953,615	830,845	1,403,826	1,718,944
Newry, Mourne and Down	5,610,616	1,179,060	1,992,185	2,439,371
Louth	3,507,152	736,970	1,245,273	1,524,909
Leitrim	1,882,318	395,538	668,349	818,431
Sligo	860,866	180,897	305,665	374,304
Cavan	3,128,825	657,471	1,110,942	1,360,412
Donegal	5,552,691	1,166,807	1,971,576	2,414,308
Monaghan	3,039,912	638,787	1,079,372	1,321,753
	€81,176,479	€17,058,827	€28,823,532	€35,294,120

Full details on how you should develop your budget, on the eligibility of costs, on the match funding you must contribute and on how you should treat any net revenue the Action Plan may generate, are available in SEUPB's Programme Rules.

Local Authorities in Northern Ireland are to use an exchange rate of £1 = £1.31 in compiling stage one applications.

Section 6

MAKING USE OF SIMPLIFIED COSTS IN YOUR ACTION PLAN

6.0 The Benefits of Simplified Costs

The PEACE IV Programme will proactively promote and implement simplified costs. This will significantly reduce the level of verification for underlying financial transactions and your Plan should describe how you will take advantage of this new opportunity.

6.1 Flat Rates

The following flat rates, which require no justification, are mandatory in this area of the programme:

- Direct salary costs (lead beneficiary) – 12% of other direct costs (all costs less direct salary costs and office and administration costs of the lead beneficiary); and
- Office and administration costs (lead beneficiary) – 15% of direct salary costs (lead beneficiary)

Table 9 Indicative Budgets split between Direct Salary Costs, Office and Administration (Overheads) and other Direct Costs

Local Authority	Indicative Total Budgets per Local Authority and Budget Area				Breakdown of Other Direct Costs per Theme*			
	Peace Action Plan Total Grant (ERDF & Match)	Direct Costs (excluding Direct Salary Costs)*	Direct Salary Costs (12% of Other Direct Costs)	Indirect Costs (15% of Direct Salary Costs)	Children & Young People (aged 0-24)	Shared Space	Building Positive Relations	Peace Action Plan Direct Costs
	€	€	€	€	€	€	€	€
Antrim & Newtownabbey	3,863,290	3,394,807	407,377	61,107	713,413	1,205,408	1,475,986	3,394,807
Ards & North Down	3,933,918	3,456,870	414,824	62,224	726,455	1,227,445	1,502,970	3,456,870
Armagh, Banbridge & Craigavon	6,116,245	5,374,556	644,947	96,742	1,129,453	1,908,366	2,336,737	5,374,556
Belfast	17,212,573	15,125,284	1,815,034	272,255	3,178,551	5,370,596	6,576,137	15,125,284
Causeway Coast & Glens	4,502,084	3,956,137	474,736	71,210	831,375	1,404,721	1,720,040	3,956,137
Derry & Strabane	7,964,210	6,998,427	839,811	125,972	1,470,707	2,484,960	3,042,760	6,998,427
Fermanagh & Omagh	3,357,781	2,950,598	354,072	53,111	620,063	1,047,681	1,282,854	2,950,598
Lisburn & Castlereagh	2,993,261	2,630,282	315,634	47,345	552,749	933,945	1,143,589	2,630,282
Mid & East Antrim	3,697,122	3,248,789	389,855	58,478	682,728	1,153,561	1,412,501	3,248,789
Mid Ulster	3,953,615	3,474,178	416,901	62,535	730,092	1,233,591	1,510,496	3,474,178
Newry, Mourne & Down	5,610,616	4,930,243	591,629	88,744	1,036,081	1,750,602	2,143,560	4,930,243
Louth	3,507,152	3,081,856	369,823	55,473	647,601	1,094,264	1,339,990	3,081,856
Leitrim	1,882,318	1,654,058	198,487	29,773	347,573	587,301	719,184	1,654,058
Sligo	860,866	756,473	90,777	13,617	158,960	268,598	328,914	756,473
Cavan	3,128,825	2,749,407	329,929	49,489	577,743	976,223	1,195,441	2,749,407
Donegal	5,552,691	4,879,342	585,521	87,828	1,025,314	1,732,492	2,121,536	4,879,342
Monaghan	3,039,912	2,671,276	320,553	48,083	561,324	948,482	1,161,470	2,671,276
Totals	81,176,479	71,332,583	8,559,910	1,283,986	14,990,182	25,328,236	31,014,165	71,332,583

*Other Direct Costs are:
 Travel & Accommodation Costs
 External Expertise & Services
 Equipment Costs
 Investment (Capital) Costs

By applying the flat rate options, applicants do not need to justify this in their application for funding, nor do they need to document that the expenditure has been incurred at the time of

making a claim. See the *PEACE IV Programme Rules* for further information on the costs categories included within Office and Administration Costs.

6.2 Unit Costs

Unit costs must be agreed in advance of a contract being entered into between the Lead Partner and the SEUPB.

In the case of plans using scales of unit costs, the local authority will have to justify the cost methodology at the time of application. Thereafter, once agreed, the Lead Partners and partners will not have to justify the costs incurred but will have to be able to prove the reality of outputs resulting into the entitlement to a specific grant amount.

For example, in relation to the theme of Children and Young People, your Plan may contain an action/project concerning young people from targeted interfaces. The indicative action in your Plan might be to provide activity programmes and social interaction activities.

This action / project might contribute to the following PEACE IV indicators by providing a diversity awareness programme for 10-15 year olds.

- **PROGRAMME OUTPUT INDICATOR:** number of participants aged 0-24 completing the approved programme that develop their soft skills and a respect for diversity.

In the case of the above example, at the time of application you may put forward a methodology whereby you present a unit cost - cost per person - of delivering the activity programme. This can only be agreed if it has been based on a fair, equitable and verifiable calculation.

However, in the example provided above, should fewer than the planned number of participants complete the activity programme then you will only receive funding for the number who complete – i.e. for those numbers that we can count towards our PEACE IV Programme result and output indicators.

Full details of how to calculate unit costs are available in the PEACE IV Programme Rules.

6.3 Lump Sums

In the case of grants awarded as a lump sum, the beneficiary has to be able to prove that the activity for which grant support is awarded has really taken place, rather than the actual amount of expenditure. If the supported activity is realised in a satisfactory manner, the full grant amount is acquired upon completion. In the case of under-performance, none of the grant will be reimbursed.

An operation implemented by a local authority under PEACE IV will consist of a number of smaller projects which could lend themselves to using lump sum methodology.

For example, an Action Plan may contain an indicative action/project under the theme of Civil Society which will support a community festival which aims to promote understanding and tolerance around history, arts and culture.

You may decide to pay the costs of this community festival project on the basis of a lump sum. In this instance, the cost of running the festival must be robustly tested and agreed at the time of application and then clear outputs agreed and written into a contract.

This action/project might contribute to the following PEACE IV indicators by having 400 people from the local community attend the festival. The 400 attendees should be further broken down by community background and further subsidiary target numbers agreed in keeping with the cross-community outputs.

- **OUTPUT INDICATOR:** Number of cross-community and or cross-border programmes designed to result in meaningful, purposeful and sustained contact between persons from different communities.

On delivery and verification of the achievement, **in full**, of the agreed outputs, the lump sum would be paid without the need for verification of any expenditure. Should fewer than 400 attend the festival, and/or the proportion per community background not be achieved, then **none** of the lump sum payment can be made.

The maximum amount that can be paid by way of a lump sum is €100,000.

6.4 Using a mix of Simplified Methodologies¹²

A combination of the simplified methodologies may be used only where each methodology has been applied to a separate cost category (budget line) or where they are used for different component projects of your Action Plan.

For further information, please contact;

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¹² Article 67(3) of Regulation (EU) No. 1303/2013 [CPR].