

The Fulbright Commission Service level Agreement 2014-2017

1. Introduction

The Fulbright Commission of Ireland annually awards grants to Irish and E.U. postgraduate students, scholars, and professionals to study, research and lecture in the United States and for Americans to do the same in Ireland.

This Performance/Service Delivery Agreement is a performance contract in which an agreed level of service is formalised between the Department of Arts, Heritage and the Gaeltacht (the Department) and the Fulbright Commission (the Commission). This is to ensure that resources are used in an effective and cost effective manner to deliver quality services to the clients of both bodies. The SLA will set out the Commission's targets for 2014-2017 and define the output indicators on which performance should be measured.

The Agreement will support the high level goal of the Department to support the teaching of Irish in international institutions.

2. Objectives of the Agreement

The key objectives of this agreement are:

- to clarify the Commission's role and objectives;
- to clarify the expectations of the Department in relation to the Commission;
- to define the inputs and outputs of the Commission's activities;
- to measure performance of these functions through monitoring of agreed outputs.

3. Commitments

- Both parties commit to proactive and timely communications, cooperation and information sharing on service delivery.
- Both parties support the effective achievement of agreed targets as well as the promotion of partnership, responsiveness and mutual cooperation in their ongoing interactions.
- Both parties support prompt and timely responses to correspondence, information requests and related matters.
- Both parties commit to keep each other fully apprised and updated on all key issues.
- The Commission agrees to abide by all rules and guidelines issued by the Comptroller and Auditor General with regard to the dispersal of state monies.
- The Commission agrees to maintain statistical records relating to teaching programmes funded. These records shall be provided to the Department on request and shall include, but shall not be limited to, the funding provided for each element of the programme, the number of students enrolled and successful in exams on each course and the number of scholarships awarded to study in Ireland.

4. Financial Inputs

	2014/15	2015/16	2016/17
Department of Arts, Heritage and the Gaeltacht	€261,000	€314,600	€314,600

Payment of each draw-down is dependent on compliance by the Commission with public financial procedures.

5. Other Inputs

- Both parties agree to provide sufficient administrative staff in order to ensure the efficient provision of the services detailed in this SLA.

6. Service levels and Performance Measurement

Key output

Funding provided by the Department of Arts, Heritage and the Gaeltacht to be dispersed by the Commission in the manner outlined in this table over the period 2014/15 to 2016/17			
	2014/15	2015/16	2016/17
	€	€	€
FLTA's	90,000	90,000	90,000
US Student Award	18,000	18,000	18,000
Gaeltacht Awards	65,000	50,000	50,000
Inter-changes: Teachers' workshops, digital curriculum/resources development	0	10,000	10,000
Daltaí na Gaeilge	6,000	6,000	6,000
Fordham University	0	5,500	5,500
Lehman College	4,500	4,500	4,500
New York University	14,000	14,000	14,000
University of Montana	20,000	20,000	20,000
University of St. Thomas	0	48,000	48,000
University of Wisconsin	20,000	20,000	20,000
Sub-Total	237,500	286,000	286,000
10% Administration Charge	23,500	28,600	28,600
Total	261,000	314,600	314,600

7. Potential Risk Factors

1. A low level risk surrounding the availability of sufficient budgetary resources in the Department of Arts, Heritage and the Gaeltacht.
2. A low level risk that institutions will not co-operate with the Fulbright Commission in fulfilling conditions attached to their financial allocations.

8. Flexibility and Amendment of Targets

Where amendments become necessary, the Commission and the Department will mutually engage to agree amended output targets.

The Department will require a progress report on all key deliverables on an annual basis. The time-lines for these progress reports will be decided between the Department and the Commission. This SLA will be published both on the Department's and on the Commission's website.

On behalf of the Department of Arts, Heritage and
the Gaeltacht

On behalf of the Fulbright Commission

Date: _____

Date: _____