



An tSeirbhís Phromhaidh  
The Probation Service

## Restorative Justice – Regional Expansion

### Background and Context

The Probation Service, through its national Restorative Justice and Victim Services Unit (RJVSU), supports the integration of Restorative Justice models into practice across the country. This includes victim empathy programmes, family/restorative conferences, reparation projects, and victim-offender dialogues. The RJVSU also provides training to Probation teams and supports community-based organisations (CBOs) in delivering restorative justice programmes.

In 2023, the Department of Justice policy paper, *Promoting and supporting the provision of Restorative Justice at all stages of the criminal justice system*, affirmed the expansion of restorative justice services. The 2024 budget allocated additional funding to the Probation Service for enhancing these services through community partnerships.

The Probation Service is now inviting Expressions of Interest from community-based organisations interested in employing dedicated Restorative Justice project workers to deliver restorative justice services in the following regions:

- Donegal
- Southwest region
- Kilkenny & Carlow

Future expansion may extend to the following areas, pending funding availability:

- Louth, Cavan & Monaghan

### Submission Guidelines:

The submission must be no longer than **10 pages** and include the following:

#### 1. Organisational Overview

Briefly describe your organisation's mission, relevant community experience, and any existing partnerships with the criminal justice sector.

## 2. Restorative Justice Focus and Experience

Summarise your commitment to Restorative Justice principles and provide an example of a related programme your organisation has delivered, including outcomes.

## 3. Staffing and Recruitment Plan

Outline your approach to recruiting, training, and supervising the Restorative Justice project worker.

## 4. Programme Delivery and Stakeholder Engagement

Provide a plan for delivering Restorative Justice services in the designated regions and how you will engage with stakeholders like the Judiciary, community members, victims, and harm doers.

## 5. Financial Summary

Outline costings including staffing, training, travel & subsistence, administration, etc.

## 6. Governance and Compliance

Confirm compliance with the Charities Governance Code and outline your organisation's governance structures and key policies for safe programme delivery.

### Evaluation Criteria:

Submissions will be evaluated based on the following criteria:

<b>Quality of Submission.</b> Submission should demonstrate a proven record of the organisation's ability to engage with and integrate into the local community. It should include mechanisms for measuring the impact of Restorative Justice programmes. It should demonstrate experience and/or a commitment to Restorative Justice Ethos and Best Practice.	50 marks
<b>Organisational Capacity,</b> Submission should demonstrate the organisation has the appropriate governance structures, facilities, training programmes to support the delivery of Restorative Justice Service.	30 marks
<b>Cost</b>	20 marks
<b>Total</b>	<b>100 marks</b>

### Submission Process:

- Please address any enquiries regarding the completion of this application to [EOI@probation.ie](mailto:EOI@probation.ie).
- The final date for receipt of applications by email to the same email address is **5.00 p.m. on Friday, 18<sup>th</sup> October 2024**. Closing date and time will be strictly adhered to. Late applications will not be considered.
- The information supplied by the organisation must be accurate and complete.
- Misinformation may lead to disqualification and/or the repayment of any grant made.
- The Freedom of Information Acts (1997 & 2003 & 2014) applies to all records held by the Probation Service.
- The selected community based organisation must comply with the Data Protection Acts 1988 and 2003, the General Data Protection Regulation (GDPR) and any future legislation from the date at which it comes into effect.
- The application must be signed by the Chairperson, Secretary or Treasurer of the organisation making the submission.
- It is the responsibility of each organisation to ensure that it has appropriate governance arrangements, policies and procedures in place, including insurance where relevant.

Completion of this application does not assume or guarantee acceptance of this application and proposal. The applicant accepts that the decision of the Probation Service/Department of Justice in this application process is final.

<b>Contact name for all correspondence in connection with this application:</b>	
<b>Name of Community Based Organisation (CBO)</b>	
<b>Signatory (BLOCK CAPITALS)</b>	
<b>Signed</b>	
<b>Date</b>	
<b>Position in CBO</b>	

Please submit this completed application to [EOI@probation.ie](mailto:EOI@probation.ie)

before **Friday, 18<sup>th</sup> October 2024 at 5pm**