

## 2018 Chaplaincy Services Review

Following the survey of chaplaincy services in 2015, the HEA wrote to all HEIs (on 21 July 2016), requesting that institutions:

- ✓ Ensure value-for-money for any expenditure on chaplaincy services and regularly monitor and evaluate the use, value and impact of these services from a student perspective.
- ✓ Ensure that chaplaincy and other support services are available to students of all faiths in keeping with their responsibilities under the Irish Constitution and that the use of lay chaplains could be considered as a means to address that.
- ✓ Ensure that there is no discrimination between the appointment of lay and clerical chaplains.
- ✓ Ensure that public-sector appointment criteria and procurement guidelines are followed in the process of providing chaplaincy services.
- ✓ Address any with 'legacy' arrangements in place which did not involve a formal process of appointment or procurement in line with public-sector rules or guidelines should seek to do so as a matter of priority within the next 12 months.
- ✓ Ensure that there are robust agreements or contracts in place with chaplaincy services that clearly set out their services and responsibilities to the entire student base and accountability arrangements for delivering on this remit.

It was stated that the HEA would monitor ongoing implementation in this regard and would request an update from each HEI in due course. Therefore, we now invite you to complete the table overleaf.

**Please submit this information to [grantpayments@hea.ie](mailto:grantpayments@hea.ie) no later than close of business on Friday 13<sup>th</sup> April 2018.**

<b>Survey of Chaplaincy Services (2018 Update)</b>	
<b>Institution: <i>Institute of Technology Carlow</i></b>	<b>Response</b>
a) Current arrangements for chaplaincy services in the institution	The Diocese of Kildare and Leighlin provide a chaplaincy service to the Institute.
b) Number of Chaplains engaged/employed in the institution	1
c) Costs attached to the provision of chaplaincy services for the 2016/17 academic year (or other available information)	Costs for 2016/17 €40,000 – Paid to Carlow Parish Centre
d) Source of Funding for posts (details to be broken down by denomination)	Funded from Recurrent Grant
<b>Progress in Implementing Recommendations arising from 2015 Review of Chaplaincy Services in the HE Sector</b>	
1. Describe how the institution ensures value-for-money for any expenditure on chaplaincy services and monitors and evaluates the use, value and impact of these services from a student perspective.	Through its procurement process and an on-going and formal yearly review, the Institute reviews the provision of contract student services including the chaplaincy to ensure they provide, in line with Institute policy, learner-focused services.
2. Outline how the institution ensures that chaplaincy and other support services are available to students of all faiths in keeping with responsibilities under the Irish Constitution, including consideration of the use of lay chaplains.	The chaplaincy service is available to all students of all faiths and none. The chaplain links with clerics and representatives of other faiths. We provide multi-faith facilities.
3. Confirm that the institution ensures that there is no discrimination between the appointment of lay and clerical chaplains.	There is no discrimination between the appointment of lay and clerical chaplains. This is evident in the procurement documentation.
4. Detail how public-sector appointment criteria and procurement guidelines are followed in the process of providing chaplaincy services.	The Institute conducted, in line with procurement guidelines, a competition to award the contract to provide chaplaincy services in the Institute.
5. Note any 'legacy' arrangements that did not involve a formal process of appointment or procurement in line with public-sector rules that have been rectified since 2015.	The procurement process employed was broadened to ensure that any party who wished to tender to provide chaplaincy services was able to do so.
6. Set out how the agreements or contracts in place ensure that the requirements of the service are delivered with adequate accountability arrangements.	The Institute has strict management and governance of the chaplaincy service. Through the procurement, contracting, delivery, ongoing management and review processes put in place by the Institute, adequate accountability arrangements are in place.
7. Provide any other comments/observations in relation to the role of the Chaplain(s) in the institution.	None