

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 no later than close of business on Friday 13th April 2018.

Survey of Chaplaincy Services (2018 Update)	
Institution: <i>Limerick Institute of Technology</i>	Response
a) Current arrangements for chaplaincy services in the institution	Two Contracts for Service have been issued following the full Implementation of eProcurement on www.eTenders.gov.ie .
b) Number of Chaplains engaged/employed in the institution	<ol style="list-style-type: none"> 1. One full time Chaplain for Limerick Campuses. 2. One part-time Chaplain for Tipperary Campuses.
c) Costs attached to the provision of chaplaincy services for the 2016/17 academic year (or other available information)	
d) Source of Funding for posts (details to be broken down by denomination)	Annual Funding for all of LIT Chaplaincy Services of €64,824 (€40,324 for Limerick, €24,500 for Tipperary) is by LIT.
Progress in Implementing Recommendations arising from 2015 Review of Chaplaincy Services in the HE Sector	
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.	<p>In putting the relevant contracts for Chaplaincy Services in place, LIT advertised its requirement for such services appropriately on www.etenders.gov.ie, and followed all LIT tendering and procurement procedures in arriving at a decision to award the contracts to the winning service providers.</p> <p>The Award criteria used included a 30% weighting pertaining to the <i>Cost to the Contracting Authority over the life of the contract</i>.</p> <p>Formal contracts and confidentiality agreements were put in place.</p> <p>The Chaplaincy Service works as part of the full suite of the student support services and reports to the Academic Administration and Student Affairs Manager. The Chaplaincy Service produces periodical reports/updates of student engagement activities which are undertaken throughout the year. These include working directly with approximately 1000 students to administer the Institute's Emergency Fund, promoting Institute wide charity events, working with the LIT student volunteer programme GIVE, hospital visitations, funerals and currently facilitating the installation of a bespoke memorial space for deceased staff and students following a student design competition.</p>
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.	<p>LIT has two Chaplains whose services are available to students of all religious denominations. LIT's Pastoral Care provides a welcoming, approachable service offering spiritual, pastoral care and pastoral counselling to enable students to make the most of their time in the Institute</p> <p>The provision of the Chaplaincy service includes, but is not limited to, the following services:</p> <ul style="list-style-type: none"> • Outreach to students and their families and the provision of an open, caring and sensitive

environment.

- Strives to promote dignity and respect for each individual within the college community.
- Working as part of the team of student services which includes:
 - Student Counselling,
 - Student Health Unit
 - Access and Disability
 - Learning Support
 - Careers
 - Sports
 - Students Union
- Provide support and expertise to students dealing with difficult pastoral care issues and situations.
- Provide/arrange opportunities for spiritual engagement and of an inclusive nature.
- Support the administration and delivery of the Student Emergency Fund which assists student who present in financial crisis.
- Membership of the LIT Charity Committee.
- Participates in events and committees/groups to support and develop the chaplaincy role which actively engages with students.
- Actively support and contribute to the 'LITENGAGE' student induction programme.
- Actively support the student volunteer programme 'GIVE'.
- Liaises with academic, technical and administration staff whenever necessary for the enhancement of the student experience.
- Provides opportunities for young people to experience positive spiritual, physical and psychological growth
- Develop and maintain effective relationships with the major faiths in Limerick.
- Take an active, focused role in the promotion and provision of the chaplaincy service.
- Be available to visit students' homes, hospital etc as is deemed appropriate given the presenting circumstances.
- Represent the Institute where possible and appropriate at funerals, services and memorials.
- Develop/Support educational events, workshops and initiatives which encourage student engagement.
- Support the development of a Chaplaincy Policy for LIT.
- Provide an annual report to the Institute at the end of each academic year.

By advertising its requirement for services on

	www.etenders.gov.ie , LIT welcomed and invited applications from all interested parties including lay chaplains.
3. Confirm that the institution ensures that there is no discrimination between the appointment of lay and clerical chaplains.	The provision of contracts for Chaplaincy services for Limerick Institute of Technology were issued following the full Implementation of two separate (One for Limerick and One for Tipperary) eProcurement processes on www.eTenders.gov.ie .
4. Detail how public-sector appointment criteria and procurement guidelines are followed in the process of providing chaplaincy services.	The provision of Chaplaincy services for Limerick Institute of Technology was advertised on www.etenders.gov.ie and all LIT tendering and procurement procedures were followed in arriving a decision to award the contracts to the winning service providers.
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.	N/A
6. Set out how the agreements or contracts in place ensure that the requirements of the service are delivered with adequate accountability arrangements.	The Contracts for services and related confidentiality agreements were drafted from the OGP templates available. These contracts for goods or services have been developed in conjunction with the Chief State Solicitor's Office and the Office of the Attorney General and are available on the Office of Government Procurement website (www.ogp.gov.ie) and as such, ensure adequate accountability arrangements exist. LIT Student Services team actively manage this contract to ensure service requirements are delivered.
7. Provide any other comments/observations in relation to the role of the Chaplain(s) in the institution.	LIT has a dynamic and interactive campus environment. Students have many opportunities to participate in activities that support their academic, cultural, social, sporting interests and preferences. LIT recognises that college life can be challenging and provides a comprehensive range of student support services. Chaplaincy is one of the key student support services. The overall role of the Chaplaincy Service is the provision of pastoral care in LIT. By its nature, the Chaplaincy role encompasses the facilitation of spiritual and pastoral welfare of all the students, irrespective of faith, religious conviction, belief and or none of these. LIT is particularly cognizant of the need to provide support for students from minority religions. For example, the Muslim community in LIT organised regular prayer on campus and the Quakers will hold their annual gathering in LIT in 2018.

	The Chaplains respond to the pastoral needs of students however they may arise and across different religious and cultural beliefs
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