

## The UCC/HSE Diploma in Substance Misuse and Addiction Studies (DSMAS) Community Participation Bursary - Briefing on Eligibility & Application Process

### About the UCC/ HSE DSMAS (Level 7 on the National Framework of Qualifications – NFQ) Community Participation Bursary:

The UCC/HSE DSMAS Community Participation Bursary was developed by University College Cork, the HSE (Health Service Executive) Cork Kerry Community Healthcare Addiction Services in association with the Drug & Alcohol Prevention Project (DAPP) at Cork City Partnership.

The UCC/HSE DSMAS Community Participation Bursary scheme aims to support participation in and retention on the DSMAS L7 programme by students who are struggling to pay student fees, and to meet the associated financial costs of studying on the course.

Eligibility and selection criteria for the Community Participation Bursary outlined below has been designed to support students on the DSMAS programme from marginalised groups and communities to meet the associated financial costs.

The Community Participation Bursary 2023 to 2025 is funded by the HSE & SICAP, Cork City Partnership.



### Eligibility criteria for applications to UCC/HSE DSMAS L7 Community Participation Bursary Requirements for applicants:

1. Meet the eligibility criteria for the UCC/HSE Diploma in Substance Misuse and Addiction Studies [DSMAS] L7 [<https://www.ucc.ie/en/ace-dsmas/>] and *have successfully obtained a place on the programme via UCC application and HSE / UCC interview process.*
2. In addition to having secured a place on the UCC/HSE DSMAS programme, year one or two, applicants to the UCC/HSE DSMAS Community Participation Bursary must *have paid half of the current year's annual course fee (€495) to UCC and provide receipt for same along with their Bursary application.*
3. At the time of application for the UCC/HSE DSMAS Community Participation Bursary, applicants *must be in the process of engaging in the first semester of the UCC/HSE DSMAS programme, year one or year two, and have demonstrated capacity and intent to continue with the programme (by completing the relevant section of the application form.)*
4. *Include accompanying documentation / fill in relevant section of the application form demonstrating they are struggling to pay the fees and / or experiencing marginalization which creates challenges for them to meet associated financial costs of studying on the course.*
5. The application form for the UCC/HSE DSMAS Community Participation Bursary and accompanying documentation must be submitted in advance of the *closing date of Wednesday 18<sup>th</sup> October 2023.*

**Eligibility criteria for applicants – supporting documentation must be supplied with application form:**

Applications will be assessed on the basis of the below eligibility criteria, including socio-economically disadvantaged background, membership of target groups and involvement in work / training schemes.

**Eligibility Criteria includes:**

**Being a low income household / worker:**

Including, being in receipt of the Family Income Supplement payment. Low income is considered under €25,000 per year.

**Being receipt of any of the following payments for 6 months or more:**

- Jobseeker's Benefit (JB), Jobseeker's Allowance (JA) or Jobseeker's Transitional payment (JST)
- One-Parent Family Payment (OFP)
- Deserted Wife's Benefit
- Widow's, Widower's or Surviving Civil Partner's Contributory or Non – Contributory Pension
- Farm Assist
- Supplementary Welfare Allowance
- Carers Allowance
- Personal Welfare Allowance for those resident in the asylum system
- Supplementary Welfare Allowance for those residing under EU Temporary Protection Directive (Ukrainian)
- Illness Benefit / Disability allowance

**Currently participating in a work or training scheme including (but not limited to):**

- Community Employment CE Scheme
- Tus Community work Placement Initiative
- A recognised education / training course such as SOLAS / ETB / VTOS / PEIL /

**Being a member of any of the following groups / communities:**

- Membership of ethnic minority including Traveller or Roma community
- Member of LGBTQI+ community
- Asylum seeker / refugee / EU Temporary Protection Directive residency (i.e. Ukr)
- Having a disability
- Resident in a socio-economically disadvantaged community [*as recorded in the Pobal HP Deprivation Index \*see ref.*]
- Being an ex-offender
- Having been in the care of the state

## How to apply for the Community Participation Bursary – Including Key Dates

*Application:* Applicants must download and fill in the UCC/HSE DSMAS Community Participation Bursary application form and submit by post, along with the required supporting documentation (copies only), by Wednesday **18<sup>th</sup> October 2023** to Cork City Partnership, Heron House, Level 1, Blackpool Park, Blackpool, Cork T23R50R.

*Notification:* Applicants will be notified if their application has been successful or unsuccessful by Wednesday **8<sup>th</sup> November 2023**.

*Appeal:* Unsuccessful applicants who wish to appeal are advised to write a brief letter outlining their grounds for appeal, and submit to Cork City Partnership by Wednesday **15<sup>th</sup> November 2023**. The appeals process will be based on information included in the initial application only. i.e. no further information will be accepted in appeals. Appeal grounds are accepted under two conditions only: 1. Perceived clerical error 2. An element of disadvantage was overlooked.

*Beneficiary forms:* Successful applicants will receive notification by post along with beneficiary forms required for transfer of Community Participation Bursary funds to UCC. These forms must be completed including the student's registration details and student number and returned to Cork City Partnership by Wednesday **22<sup>nd</sup> November 2023**.

*Payment:* On receipt of these details, beneficiary payments will be made by DAPP, Cork City Partnership, directly to UCC Finance Department, in advance of the fee due date for Semester two of the UCC/HSE DSMAS programme, year one or two.

### How will my application be assessed?

Applications lodged in advance of the closing date of 18<sup>th</sup> October 2023 will be reviewed and assessed on the basis of the information provided and the degree to which they meet the eligibility criteria for the Community Participation Bursary scheme.

Applicants must clearly demonstrate the significance and impact of the socio-economic disadvantage and / or other relevant barriers they have / are experiencing.

It is expected that the number of applications will exceed the number of bursaries available. In awarding the funds, Cork City Partnership in association with UCC and HSE Cork Kerry Community Healthcare Addiction Services will prioritise those deemed in greatest need; and who have demonstrated that they meet the eligibility criteria.

All applications and accompanying information received by Cork City Partnership will be treated confidentially, in accordance with GDPR requirements.

### Queries



Queries regarding the UCC/HSE DSMAS Community Participation Bursary Fund can be emailed to Mella Magee, DAPP, Cork City Partnership, [mmagee@partnershipcork.ie](mailto:mmagee@partnershipcork.ie) or tel 021 430 2310

\* To access the Pobal HP Deprivation index maps see: <https://maps.pobal.ie>