



# Anna Lindh Foundation Irish Network

## Internal Network Rules for the Ireland Network of the Anna Lindh Foundation Approved at Ireland Network Meeting 17 May 2019, Dublin.

### 1. The Foundation

- (i) Detailed information about the Foundation can be found on [www.annalindfoundation.org](http://www.annalindfoundation.org).
- (ii) This procedural note outlines the arrangements for the network of the Foundation in Ireland.
- (iii) These notes have no legal force and the Foundation in Ireland has no legal personality. It is a voluntary network of people and organizations that have no liability in their connections with the Foundation nor with any other member of the Ireland network except where a specific contract exists.

### 2. Head of Network (HoN)

- (i) The HoN is an institutional (not individual) member of the Ireland network based on consultation among the Ireland Network members upon approval of the Department of Foreign Affairs (DFA).
- (ii) The HoN is accountable to the Foundation, to the DFA and also to network members.
- (iii) At suitable intervals, and at least every three years (in keeping with the current ALF triennial planning cycle), network members will have the opportunity to choose a new HoN. All members are welcome to propose their own organization/institution as a potential HoN. Where more than one candidate is standing, members will express their preference through a voting system. In the case of a single candidate, members will be consulted and invited to give their support or to raise objections. If there are no objections, or in the event of a candidate winning a majority of votes, their institution will be forwarded to the DFA for approval and appointment.
- (iv) The above selection process can also be initiated at any time by two or more members proposing a 'vote of no confidence' in the current HoN, or by the resignation of the current HoN.

### 3. Role of the Head of Network

The HoN shall, through due consultation with the Foundation and Ireland Network members as appropriate:

- Take responsibility for setting Ireland network management and co-ordination rules, and for the smooth administration of the Ireland Network
- Manage Ireland Network membership, including the maintenance of up-to-date membership records and the identification of potential new members
- Work towards greater communication and partnership activity between Ireland network members, including the organization of regular Ireland Network meetings.
- Disseminate information to members about the Foundation and the activities of other national networks and members, calls for proposals, forthcoming events, case studies of successful projects, sources of funding etc.
- Assist with the development and implementation of a Network Activity (formerly called a 'Common Operation' among Irish network members or other network countries.
- Assist with facilitating the provision of support for capacity building activities & project development

- Facilitate the participation of Ireland network members in ALF-related activities, e.g. by helping with the search for project partners, encouraging applications for project funding, etc.
- Act as official national representative of the Foundation in Ireland, promoting the Foundation's image
- Contribute to the development of ALF programmes, e.g. by participating in the annual meeting of the ALF HoNs
- Co-ordinating Ireland Network activities with ALF headquarters on a regular basis, providing the Foundation with information about Ireland Network activities, e.g. for publication on the Ireland page of the ALF website.
- Carrying out a members reconfirmation exercise at least every two years.

#### **4. Membership**

- (i) Membership is open to all organizations and individuals who are based in Ireland (or have a permanent representative in Ireland) and committed to the principles and the mission of the Foundation as defined in article II.1 of the ALF Statutes, and which work on the basis of democratic, pluralistic, and multilateral values, though first and foremost the Network represents civil society actors.
- (ii) Members may be individuals, NGOs, public institutions (including local and regional authorities), public and private 'not for profit' foundations, and other 'for profit' partners promoting 'not for profit' activities and corporate social responsibility policies.
- (iii) Members are invited to propose other organizations for membership of the network.
- (iv) Membership brings no obligation on either the organization/individual or the Foundation or the Head of Network.
- (v) Membership applications are processed online at [www.annalindhfoundation.org](http://www.annalindhfoundation.org).
- (vi) The HoN will approve applications. Any rejected applications will be notified by email with an explanation of the reasons for rejection.
- (vii) ALF HQ may approve membership on a provisional basis; such membership remains provisional until endorsed by the HoN.

#### **5. Network meetings**

- (i) The HoN will organize meetings of the network, ideally one annually. All members may attend. Costs may be reimbursed depending on the funding from the Foundation.
- (ii) Further meetings may be organized as members determine from time to time. Meetings may be held regionally or nationally. Costs may be reimbursed depending on funding from the Foundation.

#### **6. Network activities**

- (i) Network members will be encouraged to take the lead in developing ideas for and the management of Network Activities in which members work together on themes of relevance to the Foundation.
  - (ii) Members are encouraged to associate their appropriate activities with the Foundation, through use of the logo for example and by sharing information with other members via suitable communication channels.
  - (iii) Members are encouraged to develop their own shared activities to further the aims of the Foundation in Ireland. Funding may come from a variety of sources.
  - (iv) The HoN will apply to ALF HQ for funding for network activities within appropriate schemes and programmes initiated by the ALF HQ.
  - (v) Network members will acknowledge support from the ALF.
  - (vi) The HoN may authorize the use of the ALF logo.
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