

Cork County Community Facilities Scheme 2017



An Roinn Tithíochta, Pleanála,
Pobail agus Rialtais Áitiúil
Department of Housing, Planning,
Community and Local Government



Cork
County Council
Comhairle Contae Chorcaí

Application Form*

Organisation
Name

Background Information

Department of Housing, Planning, Community and Local Government (DHPCLG)

The Department of Housing, Planning, Community and Local Government (“the Department”) operates a communities facilities capital grant scheme through the Local Community Development Committees in order to support community participation and involvement. Under the scheme community and voluntary groups may apply for grants for capital projects which benefit the local community. Applications should relate to at least one key target group and thematic area in order to be eligible for consideration.

Cork County Local Community Development Committee (LCDC)

The LCDC will review all applications for funding under this scheme

Cork County Municipal Districts

The Cork County Municipal Districts will make a final decision on the allocation of funding to projects.

*** Before completing this application form it is important that each applicant should carefully read the relevant Department Guidelines Document and refer to the appropriate guidance notes contained therein. It is important that accurate information is provided as the provision of any incorrect or inaccurate information may invalidate the entire application.**

Terms and Conditions

- The Department under the Communities Facilities Scheme will support community activities promoted by community and voluntary groups subject to available resources.
- The scheme does not provide funding for the employment of staff.
- The project must benefit the local community and should relate to at least one key target group and thematic area.
- The information supplied by the applicant group/organisation must be accurate and complete.
- Misinformation may lead to disqualification and/or the repayment of any grant made.
- All information provided in respect of the application for a grant will be held electronically. The Department reserves the right to publish a list of all grants awarded on its website.
- The Freedom of Information Act applies to all records held by the Department and Local Authorities.
- 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 proper procedures and policies in place including appropriate insurance where relevant.
- Evidence of expenditure, receipts /invoices must be retained and provided to the LCDC or their representative if requested.
- The Department's contribution must be publicly acknowledged in all materials associated with the purpose of the grant.
- Generally no third party or intermediary applications will be considered.
- Late applications will not be considered.
- Applications by post should use the correct value of postage stamps and allow sufficient time to ensure delivery not later than the closing date of **Friday 30 June 2017 at 5pm.** Claims that any application form has been lost or delayed in the post will not be considered, unless applicants have a Post Office Certificate of Posting in support of such claims.
- Breaches of the terms and conditions of the grants scheme may result in sanctions including disbarment from future grant applications.

Deadline and How to Apply

See Guidance Section 1

Deadline

Strictly by post only received by 5.00 pm on 30th June 2017

Application Forms

Applications forms can be downloaded from www.corkcoco.ie

Applications will be accepted by hardcopy post only on the official application form.

Queries can be made to Fiona Hayes 021-4285338 or Fergal Gough 021-4285500

Submitting an Application

Applications must be signed by the Chairperson, Secretary or Treasurer of your organisation.

By post *to:

**Mr. Fergal Gough & Ms. Fiona Hayes,
Communities Facilities Scheme 2017,
Cork County Council,
County Library Building,
County Hall,
Cork
T12 R2NC**

** Applications by post should allow sufficient time to ensure delivery no later than Friday 30th June. Claims of lost or delayed post will not be considered, unless applicants have a Post Office certificate of posting.*

Eligibility

See Guidance Section 3

The following will be considered eligible for the scheme:

- Locally based community and voluntary groups
- Projects with a clearly defined community and social cohesion focus;
- Not-for-profit organisations;
- Eligible facilities will include community centres, youth clubs, sports/recreation facilities, other not-for-profit organisations facilities.

SECTION 1 – CONTACT AND BANK DETAILS

Group / Organisation Details

Name of Group / Organisation		
Postage Address		
Eircode		<i>(Locate your Eircode at www.eircode.ie)</i>
Website <i>(if any)</i>		

Contact Person Details

Contact Name		
Role in Group / Organisation		
Mobile Number		
Email Address		
How did you hear about scheme?		

Bank / Building Society Details

If your application is successful, this is the account that will receive the funding.

Name on Account		
Name and Address of Bank		
Account Number		
Sort Code		
BIC		
IBAN		

SECTION 2 – GROUP / ORGANISATION DETAILS

See Guidance Section 3 and Section 5

Purpose of the Organisation (Max 100 words)

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Year Established

--

Is your organisation registered with Cork County Public Participation Network ?

Yes

--

No

--

If, so please provide your PPN Number
(If applicable)

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Charity Number *(If applicable)*

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Tax Registration Number
(If applicable)

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Is your organisation affiliated or connected to any local, regional or national body? *If yes, please provide details below.*

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Which Cork County Municipal District does your group operate in? *(Please tick one)*

Municipal District Map please click here <https://www.corkcoco.ie/roads-community-services/municipal-districts>

County-wide					
Kanturk-Mallow		Fermoy		Blarney-Macroom	
Balincollig-Carrigaline		Cobh		East Cork	
Bandon-Kinsale		West Cork		Other	

Application Form – Cork County Community Facilities Scheme

Financial Details			
Has your group receive any funding from any state organisation over the last three years? If so, please provide details.			
Yes		No	
Name of Scheme	Funding Organisation	Amount of Funding	Year
See Guidance Section 2			
Does your group operate in any disadvantaged areas e.g. CLAR areas?			
See CLAR Map of disadvantaged areas:			
http://www.ahrrga.gov.ie/app/uploads/2017/04/cork.pdf			
<i>If yes please provide details below</i>			
Yes		No	

SECTION 3 – PURPOSE OF GRANT AND FUNDING

See Guidance Section 5

What is the purpose of this grant? Briefly outline **in less than 200 words**.

Please select **one key target group** this application relates to.

Children and families from disadvantaged areas	
Lone parents	
New communities (including refugees and asylum seekers)	
People living in disadvantaged communities	
People with disabilities	
The unemployed (including those not on the Live Register)	
Low income workers/households	
Roma/Travellers	
Young unemployed people from disadvantaged areas	
Young people aged 15-24 who are not in employment, education or training (NEETs)	
Other not identified above (please state):	

Application Form – Cork County Community Facilities Scheme

Please select one project type this application relates to.	
Cultural Arts & Heritage	
Equality	
Community Development	
Integration	
Sports & Recreation	
Creative Ireland 2017 – 2022 Initiative	
Funding <i>Please note, the maximum grant available is €1,000.</i>	
Amount of funding required for the project	
Amount sought under this scheme	
If partial, where is the shortfall of funding coming from?	

SECTION 4 – DECLARATION

- I declare that the information given in this form is correct.
- I confirm I have read and fully understand the Terms and Conditions of the Community Facilities Scheme.
- I confirm that I have read the CFS Application Guidelines prior to completing this form.
- I confirm that this grant application is submitted in acceptance of and compliance with the Terms and Conditions.
- I confirm that the applicant group/organisation does not have the funding to undertake the work/project without this grant aid or alternatively that with the grant the applicant group/organisation will now undertake a larger project which they otherwise would not be able to afford.
- I confirm that the applicant group/organisation is tax compliant (if tax registered).

Signed

(Digital signature accepted)

Your Name in Block Capitals

Position held in Group / Organisation

Date

Please ensure you complete all sections (1 to 4) of this application form as failure to do so will render your application invalid.