**Community Support Fund 2022**

**Applications under the ring-fenced fund for Women’s Shed’s**

**NOTE: Closing Date Friday 31st March at 12.00noon**



**FOR OFFICE USE ONLY**

Date Received:

Reference Number:

LCDC recommendation:





Women’s Shed Name:

**ALL APPLICATIONS ARE TO BE RETURNED TO:**

**Cora Nolan, Kilkenny County Council, Community Department, Johns Green House, Johns Green, Kilkenny or email to** **cora.nolan@kilkennycoco.ie**

**By Friday 31st March, 2023 at 12.00 noon.**

**CLOSING DATE WILL BE STRICTLY ADHERED TO.**

**By [closing date to be chosen by the LCDC]**

**CLOSING DATE WILL BE STRICTLY ADHERED TO.**

**Department of Rural and Community Development Community Support Fund 2022 under the**

**Community Enhancement Programme 2022 – Ring-fenced fund for Women’s Sheds**

The Department of Rural and Community Development (“the Department”) has decided to allocate €100,000 to fund operating costs in Womens Sheds. Kilkenny has received €2,907 under this scheme.

This is a ring-fenced fund under the Community Support Fund 2022[[1]](#footnote-1). The application process is being administered by Local Community Development Committees (LCDCs).

Applications for this funding can be made on this application form. Women’s Sheds are eligible to apply, once they meet the LCDC’s qualifying criteria.

It envisaged that this funding would, in general, be allocated in a relatively equal manner across Women’s Sheds that submit valid applications.

##### TERMS AND CONDITIONS

* Under the Community Support Fund, grants will be provided to Womens Sheds towards funding for operating costs (e.g. electricity costs, heating costs, insurance costs etc.).
* The information supplied by the applicant Women’s Shed 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 Womens Shed.
* It is the responsibility of each organisation to ensure that it has proper procedures and policies in place including appropriate insurance where relevant.
* Applications must be on the 2022 form.
* Evidence of expenditure, receipts /invoices must be retained and provided to the LCDC or their representative if requested.
* The Department is stating that only operating/running costs related to this period are eligible- 1st April 2022 to 31st March, 2023.
* Grant monies must be expended, receipts and photos submitted by 31st August 2023.
* 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 **to be chosen by the LCDC but no later than 31st March 2023.** 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.
* Please ensure the application form is completed in full. Incomplete applications will not be considered for funding.
* In order to process your application it may be necessary for Kilkenny County Council to collect personal data from you. Such information will be processed in line with the Local Authority’s privacy statement which is available to view on [www.kilkennycoco.ie](http://www.kilkennycoco.ie)

## SECTION 1 – YOUR ORGANISATION

|  |  |
| --- | --- |
| **Name of Women’s Shed** |  |
| Address**Eircode** |  |
| Contact name |  |
| Role in Group  |  |
| Telephone number |  |
| E-mail  |  |
| Website |  |
| Alternative Contact name |  |
| Alternative Telephone number |  |
| Alternative E-mail |  |

Please provide a brief organisational description of your group/organisation e.g. committee structure, meeting schedule etc.

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Name of Chairperson:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Name of Secretary:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Name of Treasurer: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Successful applications for funding under this programme will only be paid to the applicant organisation’s Bank Account. Please ensure you have your Bank Account details to hand if your application is successful.**

Charitable Status Number (if applicable): \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Tax Reference Number (if applicable): \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Tax Clearance Access Number (if applicable): \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Has your Organisation / Group registered with the relevant local Public Participation Network (PPN)?

**YES** [ ]  **NO** [ ]

If **NO**, to previous question please then perhaps you would consider joining the PPN.

**Section 2: Questions for Women’s Sheds**

This funding is ring-fenced for Women’s Sheds. Therefore, it is expected that your Women’s Shed would **not** be affiliated with any other parent organisation. Is your Shed affiliated with any other parent organisation?

**YES** [ ]  **NO** [ ]

If yes, please provide detail how your organisation is also considered to be a Women’s Shed group.

Please provide a description of your Women’s shed, including information on the number of members, the organisational structure of your Shed, whether there is any criteria for membership, the main focus of the activities of your Shed, etc.

**SECTION 3 – Project Details**

What will the funding be used for?

**­­­­­­­­­­­­­­­­­­­­­­­­­­­**

|  |  |
| --- | --- |
| Amount being applied for: | € |
| Is this amount the partial or total cost: | [ ] Partial | [ ] Total |
| If partial, please give the estimated total cost: | € |

**Important note:** If your total project costs is less than €1,000 then you must include one quotation with your application. If your project is above €1,000 you must include estimates/quotes from a minimum of three different independent suppliers. For queries please contact Cora Nolan, Community Department, 056-7794931 or email cora.nolan@kilkennycoco.ie

Please state how your Women’s Shed proposes to acknowledge the Department, LA or LCDC.

**Note:** Depending on the amount being applied for, this could be as simple as including an acknowledgement on notices/signs, or in any newsletters that are being produced locally.

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**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 this Programme (see page 2-3 of this form).
* I confirm that this grant application is submitted in acceptance of and compliance with the Terms and Conditions.
* I confirm that the Shed does not have the funding to undertake the work/project without this grant aid or alternatively that with the grant the Shed will now undertake a larger project which they otherwise would not be able to afford.
* I confirm that the applicant Shed is tax compliant (if tax registered).
* I confirm that the application form is completed in full and that all relevant information including supplier estimates/quotations, is included with my application. **I understand that incomplete applications will not be considered for funding.**
* Checklist: -

All sections have been fully completed

Sufficient quotations or proof of running costs are attached

Proof of source of funding if applying for partial funding towards project

Proof of planning permission or written consent from landowner/property owner if your project involves the development of a property.

|  |  |
| --- | --- |
| **Name in block capitals (on behalf of Shed):**  |  |
| **Signature:** |  |
| **Position held (block capitals):** |  |
| **Date:** |  |

1. The Department operates the Community Support Fund through the Local Community Development Committees (LCDCs). It is a grant programme that provides funding to enhance facilities in disadvantaged areas. The Department previously committed to funding of €10m for this programme. The €100,000 fund which is ring-fenced for Women’s Sheds is part of the €10m. [↑](#footnote-ref-1)