**Community Grant 2022 – Application Guidelines**

The ‘**Community Grant’’** strand of support provides an opportunity for Local Community Groups (LCGs) to apply for **small grants** (maximum of €1,500). Eligible groups can plan to use the grant either for their own development as a community organisation and/or to promote equality and participation of one of the following target groups:

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| --- | --- |
| People living in Disadvantaged communities | Travellers |
| Disadvantaged Children and Families | Roma |
| People with Disabilities | New Communities |
| Disadvantaged Women | The Unemployed |
| Disadvantaged Young Persons (aged 15-24) | Lone Parents |
| Low Income Workers/Households | Older and Isolated People |
| The Disengaged from the Labour Market |  |

**Criteria for applications**

**Through the Community Grant strand Dublin Northwest Partnership (DNP) invites Community Groups to submit applications as follows:**

Local Community Groups (LCGs) which are in the early stages of their development or those that have been established for some time, but have identified a need for capacity building supports, particularly in the areas of sustainability and governance.

1. Community Groups whose practice is informed by community development principles, including ‘bottom up’ approaches, meaningful consultation and participation and empowerment.
2. Proposals which demonstrate, commitment to social inclusion and to promotion of equality.
3. Community Groups operating within the DNP catchment area.
4. Eligible Community Groups will represent people who are socially excluded and whose voices are currently not being heard in our society.

**Grants can be used to fund the following types of activities:**

• The establishment and setting up of good governance structures within LCGs.

• The development of a community strategic plan to engage with other funders and stakeholders.

• Small scale capital items that will improve and enhance the function of the LCG and its work.

• Community activities that have a clear link to SICAP target groups and SICAP outcomes. These activities must show how they are part of an overall strategy to improve the quality of life for community members.

• Costs of travel and subsistence for LCG members to enable them to participate in regional and national networking and learning opportunities where there is no other source of core funding available to the LCG members.

* Funding to women’s groups, Men Sheds, youth work initiatives delivered by Community Groups etc. are eligible if the funding is allocated to a specific activity that focuses on SICAP target groups.

• Small-scale capital items that have a higher cost than €1,500 and where there is evidence that matching funding is in place.

**The following applications will not be eligible:**

* From individuals i.e., not representing a community organisation
* From Statutory, Private or ‘For Profit’ organisations and social enterprise
* From primary or secondary schools
* Which do not demonstrate an equality/social inclusion focus
* Which are for actions outside the DNP catchment area[[1]](#footnote-1)
* For activities or spending, which have already taken place or are due to take place before proposal approval is confirmed

**Grants cannot be used to fund the following types of activities:**

* Funding travel and subsistence for employees of other service providers that are a member of boards of management of Community Groups or have a role in projects led by LCGs.
* Grants to statutory service providers operating breakfast clubs and homework support programmes.
* Funding for on-going running costs incurred by Community Groups for example rent, insurance, electricity, phone costs and office maintenance.
* Funding of administration fees for Local Community Groups/Organisations.
* To fund international travel.
* For salaries or as a contribution towards salaries.

**The Application Process**

* The Community Grant strand of support will be launched at DNP’s ‘Social Inclusion’ seminar, which will be held on**February 4th, 2022,** on Zoom.
* The application process will be presented in detail at this seminar.
* Application forms and guidelines will be available on DNP’s website [www.dublinnorthwest.ie](http://www.dublinnorthwest.ie)
* DNP will provide training on completion of the Application Form on the following dates: **Wednesday 9th February 2022 at 6pm and Thursday 10th February at 11am.** Both sessions will take place on Zoom. Applicants **need only attend 1 session**.
* The closing date for receipt of applications will be **Friday25th February 2022 at 4pm. Late applications will not be accepted.**
* DNP Social Inclusion Action Appraisal Committee (a subgroup of the DNP Board of Management) will review all applications and will approve selected applications based on clear criteria. Please note that applications will be scored based on merit and it may not be possible to award grants to all applicants as funding is limited.
* Community Groups have the right to request feedback on their application; such requests must be submitted in writing.

**Requirements of Successful Groups**

Successful groups will become members of DNP’s **Social Inclusion Network**. This Network will provide a structured space where Community Groups can grow together, develop a stronger voice, and engage in collective action and strategic work. Commitment to the Network will require a minimum participation in three Network meetings. In addition to providing an opportunity for information sharing, training, and other capacity building supports will also be provided at Network meetings. These inputs will be designed to enhance the capacity of Community Groups and may address areas such as evaluation, fundraising, project management and risk assessment.

Successful groups will also be required to:

* Sign a contract with DNP. This contract will clearly detail the responsibilities of both DNP and the successful LCG.
* Attend compulsory training on DNP administrative and reporting requirements prior to receipt of any financial supports.
* Host interim visits of DNP staff and submit evidence of expenditure and final reports.
* Supporting documentation must be provided to ensure the grant was spent for the purposes intended e.g., a report of the activity and costs funded by DNP, and evidence that the expenditure was incurred (submission of receipts). This must be signed off by the Chairperson of the community organisation.
* Display the programme funders logos on all promotional materials relevant to the funded activities (these will be provided to successful applicants)

Successful groups will be invited to showcase their work at the seminar in early 2023



1. Note: a group that is not based in the DNP catchment area but provides services to target groups in the area may apply. [↑](#footnote-ref-1)