

**COMMUNITY ACTION, INCLUSION, REGENERATION, DEVELOPMENT & ENVIRONMENT
(CAIRDE) GRANT 2027**

* Question is required for completion of application.

Registration Details

First Name

Last Name

Email Address

Section 1 - Details of Community Group/ Voluntary Organisation/ Charity

1* Name of Group/ Organisation

2* Address

3* Eircode

4 Contact name

5* Role in Group/ Organisation

6* Telephone Number

7* Email Address

8* Alternative Contact Name

9* Alternative Telephone Number

10* **Alternative Email Address**

11* **Please provide a brief overview of your group or organisation, including (but not limited to) the following details:**

- Description of group
- Year established
- Committee structure
- Committee meetings schedule
- Details of collaboration/partnerships with other groups/organisations

Maximum word limit: 200
(Max 200 words)

12* **Has your Organisation / Group registered with the Galway City Community Network (GCCN) (your local Public Participation Network (PPN)? (Circle your selected answer)**

a) Yes

b) No

12.A.1 **Please give details below: (Complete question if you answered 'Yes' for Q12)**

13* **Is your organisation affiliated or connected to any relevant local regional or national body? (Circle your selected answer)**

a) Yes

b) No

13.A.1 **If Yes, give details. (Complete question if you answered 'Yes' for Q13)**

14* **Does your group have the following: Charitable Status Number, Tax Reference Number, Tax Clearance Access number. (Circle your selected answer)**

a) Yes

b) No

14.A.1 If yes give details: *(Complete question if you answered 'Yes' for Q14)*

15* Please upload evidence of your Group's Bank / Credit Union.
This can be a bank statement header or letter from the Bank / Credit Union confirming the groups bank account.
This must clearly show: Group or organisation name, Bank name and logo, and bank account details.
Note: This document is required to verify your group's bank account details.
Applications without this upload will be considered incomplete and not eligible.
(Not applicable for paper form.)

Section 2: Project Overview

16* Project Title

17* Project Start Date:

NB: Costs incurred during the grants scheme period (January to October 2027) apply. Grants will not be awarded retrospectively i.e. grants will be paid only for work / resources / equipment etc still to be purchased at the time the application is made

18* Project End Date:

NB: Costs incurred during the grants scheme period (January to October 2027) apply. Grants will not be awarded retrospectively i.e. grants will be paid only for work / resources / equipment etc still to be purchased at the time the application is made

19* Please provide an overview of the proposed project you are applying for funding for. This should include but not limited to the following:

- a summary of the project,
- who would benefit,
- project activities,
- outcomes,
- list any partners or collaborators involved Would Galway City Council be responsible for delivering the project.

Maximum word limit: 150
(Max 150 words)

20* Are all relevant permissions in place (e.g. planning permission, written consent from landowner/property owner, permission from Galway City Council Heritage section).

NB For projects that require planning permission, this must be approved prior to application and a copy of approval uploaded with this application

If proposed project is on Galway City Council owned facilities / public lands, proof of engagement with relevant Council Department must be submitted. Example: emails / letters.
(Circle your selected answer)

a) Yes

b) No

20.A.1 Please provide details below (Complete question if you answered 'Yes' for Q20)

20.B.1 Please provide details below (Complete question if you answered 'No' for Q20)

Section 3: Budget

21 Please provide a detailed budget for your project/ proposal in the below table:

Description e.g plumbing, electrical works, roof works, lighting, equipment, etc.	Cost €

22* Select the category of funding your project falls under, only one category can be selected:
Details on each category can be found in the grant guidelines.

(Circle your selected answer)

a) Community Action

b) Inclusion

c) Regeneration

d) Development

e) Environment

22.A.1 Please indicate the amount of funding you are requesting for the project/ proposal
(Complete question if you answered 'a' for Q22) (Min 1000 words)(Max 25000 words)

22.B.1 Please indicate the amount of funding you are requesting for the project/ proposal (Complete question if you answered 'b' for Q22) (Min 1000 words)(Max 50000 words)

22.C.1 Please indicate the amount of funding you are requesting for the project/ proposal (Complete question if you answered 'c' for Q22) (Min 5000 words)(Max 25000 words)

22.D.1 Please indicate the amount of funding you are requesting for the project/ proposal (Complete question if you answered 'd' for Q22) (Min 5000 words)(Max 50000 words)

22.E.1 Please indicate the amount of funding you are requesting for the project/ proposal (Complete question if you answered 'e' for Q22) (Min 1000 words)(Max 25000 words)

23* Please provide details on other funding sources available, match funding available

N.B. As the funding may represent a contribution towards the overall cost of a project, groups must demonstrate that they have sufficient funds to finance the balance, i.e., submit an up-to-date statement showing sufficient funds are available to match fund the project. Applicants must also declare any additional funding sources from Galway City Council, agency or Government funding or grant-aid associated with their project.

Section 4: Supporting Documents

24* Please attach the following documents to your application:

- Applicants must submit 3 quotations from different suppliers for the project elements that are between €5,000 - €25,000 along with confirmation of which quotation you wish to proceed with and rationale for same.
- 1 quotation for the project elements that are under €5,000 must be uploaded along with each application.
- Galway City Council encourages applicants to 'Shop Local' where possible.
- Budget breakdown must be uploaded along with applications in the absence of quotes.
- For operational costs quotes, previous incurred costs should be submitted (payroll summary, esb bills, insurance costs etc)
- Recent financial statements, annual accounts & bank statements to show other funding sources/ match funding (if applicable).
- Planning Permission approval if required.
- Where land / buildings are not in the ownership of the applicant, written consent from landowners / property owners will be required for any works proposed to be undertaken (if applicable).
- If proposed project is on Galway City Council owned facilities / public lands, proof of engagement with relevant Council Department must be submitted.
- Child Protection Policy where the project involves children and young people (if applicable).

NB: Quotations

- Successful Applicants who have not submitted the required quotations at application stage will be required to submit before receiving any grant payment.
- Similar if an applicant submits a budget breakdown for an event/ festival at application stage with no supporting quotations they will be required to submit quotations as outlined above prior to receiving any grant payment.

(Not applicable for paper form.)

Section 5: Declaration

25* I confirm that the information given on this form is accurate and correct to the best of our knowledge.

I confirm our group/organisation have read and fully understand the Scheme Guidelines of the 'Community Action, Inclusion, Regeneration, Development & Environment (CAIRDE) Grant 2027 prior to completing this form.

I confirm that the applicant group/organisation is tax compliant & has a group bank account with a copy of details uploaded.

I confirm that no works can be undertaken/equipment purchased prior to receiving confirmation from Galway City Council on the outcome of the grant application. This will not be until mid January 2027.

I confirm that our project/event will be completed by 31st October 2027 and all approved funding will be claimed by the 28th November 2027.

I confirm that we will submit a Project Completion Report on the funded project / event. The Report must be accompanied by: Invoices and original receipts detailing expenditure on the project which must reference the name of the Grantee i.e. name of the Community Group. Before and after photos of improvements to amenities or facilities or photographs of events held. Bank statements showing proof of expenditure.