

# Cork PPN Training Programme Workshop: Grants Application Process

16<sup>th</sup> May 2022  
Via Zoom



# Welcome & Introduction



- Tom O’Leary
- Over 20 Years working as a development officer, consultant, mentor and trainer in communities - developing social enterprises, community projects, facilities and services.
- Feasibility Analysis
- Community Planning
- Strategic and Business Planning
- Mentoring & Training
- Sourcing Funding

# Grant Aid

- Specific Grant Aid – Pilot Projects, Once off funding etc. (e.g. LAWPRO)
- Annual Grants – HSE grants, Community & Voluntary Supports etc.

The basic steps:

- Research what grants are available for your type of project
- Know the deadlines and criteria – research the aims of the grant and previous groups awarded
- Have the consultation and needs analysis done i.e. have a project identified
- Have all necessary documentation ready on file
- Complete the application form and provide all technical and support documentation required

# Grants Planning

Name of Grant	Source	Contact	For what Project	Application Deadline	What is required	Grant Preparation Actions	Responsibility	Deadlines

Source of Grant Information/Announcements

<https://corkcountypn.ie/resources>

[www.fundingpoint.ie](http://www.fundingpoint.ie)

[www.Activelink.ie](http://www.Activelink.ie)

Our Rural Future – Funding Calendar 2022

<https://www.gov.ie/pdf/?file=https://assets.gov.ie/218465/a39f6b0f-38ef-4917-8c1a-4e17e4a3c676.pdf#page=null>

e-bulletin subscription >

### Community Exchange Categories

- [Events](#)
- [Funding](#)
- [Fundraisers](#)
- [News](#)
- [Services & Requests](#)
- [Training](#)
- [Volunteering](#)

### Latest Jobs

- [View all jobs & tenders](#)
- [View deadline calendar](#)

## Community Exchange

This is the Activelink Community Exchange noticeboard.

You can advertise here, volunteering positions, news items and many other advert types are carried free of charge. [See our advertising information page.](#)

Region 
 Category 
Filter
 Summary View?

Title	Region	Listed*	Category
<a href="#">Fingal Counselling Service: Volunteer Counsellor / Psychotherapist</a>	Swords, Co Dublin	13/12/2021	Volunteering
<a href="#">Donate to SERVE today to help us support our overseas partners!</a>	Nationwide	13/12/2021	Fundraisers
<a href="#">Aware: Support Services</a>	Nationwide	13/12/2021	Services & Requests
<a href="#">Women's Aid 24hr National Freephone Helpline</a>	Nationwide	13/12/2021	Services & Requests

## FUNDING





# Sample of Grants

Name	Source	Funding
LEADER	<b>Local Development Companies</b>	90% Feasibility up to €25k 75% Capital up to €250k
Town and Village Renewal	<b>Cork County Council</b>	€20k to €100k
Outdoor Recreation and Infrastructure Scheme		Small Scale = €20k Medium Scale = €200k Large Scale = €200 - €500k
Rural Regeneration Development Fund Urban Regeneration Development Fund	<a href="#">Department of Rural and Community Development</a> Lead Applicant – Local Authority or Development Company	Category II – Predevelopment Stage – Planning, Design and Analysis (Shovel Ready) Category I – Development Phase – Over €500k plus projects
Community Enhancement Programme	<b>Cork County Council</b>	Community Amenities and Facilities
Community Support Fund	<b>Cork County Council</b>	Community Projects and Facilities
CLÁR	<a href="#">Department of Rural and Community Development</a>	Community Projects and Facilities
POBAL Programme	Range of Funding Programmes	<a href="https://www.pobal.ie/programmes/">https://www.pobal.ie/programmes/</a>
Community Foundation Grants	Range of Grants	<a href="https://www.communityfoundation.ie/grants">https://www.communityfoundation.ie/grants</a>
Rethink Ireland	Range of Grants	<a href="https://rethinkireland.ie/our-funds/">https://rethinkireland.ie/our-funds/</a>

# What to investigate

- Eligibility Criteria
- Types of projects funded
- Aims of the grant
- Application Process (including where applicable the online registration process)
- Terms and Conditions
- Amounts that can be applied for
- Timelines
- Matching funding requirements
- Supporting Documentation required



# Why are applications turned down?

- Fund oversubscribed
- Not eligible
- Received application beyond deadline
- Poor application
- No consultation shown
- Poor or no track record
- Missing supporting documentation
- No needs analysis provided
- No matching funds

## RURAL DEVELOPMENT PROGRAMME (LEADER) 2014 – 2020

### Evaluation Committee Scoring Record

Date: \_\_\_\_\_

Time: \_\_\_\_\_

Project Promoter: \_\_\_\_\_

Project Ref no: \_\_\_\_\_

Project Title: \_\_\_\_\_

<u>Assessment Criteria</u>	<u>Objective</u>	<u>Issues raised by Evaluation Committee</u>	<u>Weighting</u>	<u>Score</u>
Compatibility with Local Development strategy	Do the project proposals meet the criteria set out in the LAG business plan for the relevant measure?		20	
Innovation	Is the product innovative in its nature and does it displace existing enterprises?		15	
Promoter experience	Does the promoter have the Training/skills, track record or experience to <u>deliver</u> ?		20	
Financial Viability	Are the project costs justifiable (reasonableness of costs) and is funding available to co-fund the project?		20	
Sustainability	Is the project viable and will the service continue to be <u>delivered</u> ?		10	
Requirement	Does the proposal target a specific need or address a specific gap in the market?		15	
<b>Total</b>			<b>100</b>	

**N.B. Projects must receive a minimum score of 65% prior to being recommended for approval.**

- Has the potential level of deadweight been assessed for this project?      Yes     No
- i.e would the project proceed without LEADER funding?                      Yes     No

Recommendations of the Evaluation Committee: \_\_\_\_\_

# Documentation Required

- Strategic Plan
- Business Plan
- Feasibility Study

- Needs Analysis
- Rationale
- Strategic Objectives
- Strategic Context
- Operational Model
- Financial Viability
- Impact Analysis

- Annual Report – Track Record
- Annual Accounts
- Constitution or Memos and Articles of Association (CLG)
- Quotations
- Planning Details (if applicable)
- Technical Documents e.g. drawings, BOQ, surveys
- Proof of consultation
- Tax Clearance
- Policies and procedures – if requested but should be available anyway
- Insurance

# Previous Grant Template

Grant	Source	Date Received	Purpose	Amount		Contact details of person within Funding Organisation	Fully Drawn Down Yes/No	Value of Matching Funds Provided	
				€	%			€	%

# Needs Analysis

- What are you applying for?
- How did you identify the need?
- What research have you done on the project?
- What will be the impact?
- Will the project cause displacement?
- How will you sustain the project?
- How much do you need?

Large Capital Projects will in most cases require a feasibility study to be completed.

# Organisation Structure

- Experience
- Track Record
- Operational Structure
- Management and Evaluation
- Experience of managing public funds

# Strategic Context

- Show how the project aligns with strategies and objectives proposed in the local, regional and national policies.
- Identify under which strategy/policy does the funding programme fit

## Examples:

- Our Rural Future – Rural Development Policy 2021-2025
- County Development Plan
- County Tourism Strategy and Action Plan
- Municipal District Local Area Plan
- Outdoor Recreation Plan for Public Lands and Waters in Ireland
- Climate Action Plan



# Highlighting the alignment of the Project with Local, Regional and National Strategy

Strategy/Policy Document (national, regional, local, and EU policy)	Relevant Objectives from the Strategy/Policy Document	What actions and outcomes from the project action plan reflects/complements or helps achieve this objective?
e.g., County Development Plan		
e.g., Ireland 2040		
e.g., LECP		

Project Outcomes	Relevant Strategic/Policy Objective				
	National Development Plan (Ireland 2040)	Southern Regional Assemble Draft RSES	Kerry County Development Plan (2015-2021)	Kerry LCEP (2016-2021)	Tralee MD LAP (2018-2024)
Provision of Sport and Recreation Space	NPO-26, NPO-30, NPO-18 NSO-7	RPO-7 RPO-191 RPO-192	SC-21, SC-39 to SC-46, SC-48 SC-16	Section 6 (2.5)	AT GO-01 DT-01
Provision of accessible facilities for people with disabilities	NPO-28	RPO-173	SC-1, SC-2, SC-5	Section 7 (3.7)	
Expansion of Community Facilities to Support Older People	NPO-28, NPO-30	RPO-174	SC -11, SC-41	Section 7 (3.5)	
Expansion of Facilities to Support Young People	NPO-28	RPO-169	SC-22 to SC-28	Section 7 (3.4)	AT-C-02
Promote Local Heritage	NPO-18	RPO-195 RPO-198	T-58	Section 5 (1.38)	
Create Job Opportunities	NPO-21	RPO-46	ES-20	Section 5.2	AT GO-03
Provision of Co-working space	NPO-21	RPO-47	ES-35	Section 5.2 (1.2.2)	AT GO -01
Expansion of Ardfert CC as a Social Enterprise	NPO-25	RPO-37	ES-25 to ES-28	Section 5.2 (1.12.1)	AT GO-03 AT GO-01

# Matching Funds

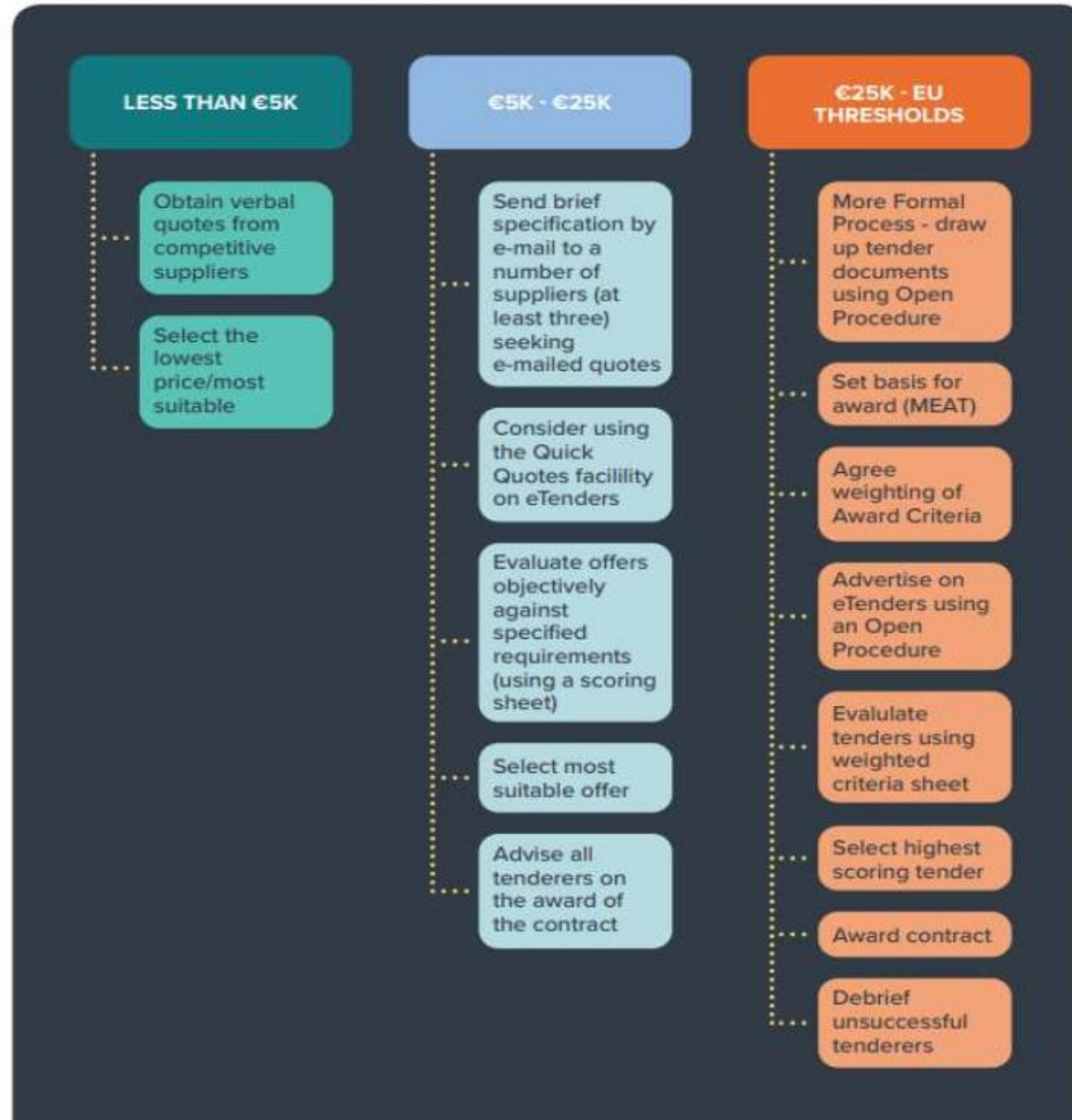
- Percentage Funds outlined in criteria
- Look at cash matching requirements

Options will include:

- Money held in the account (reserves, revenue from fundraising etc.)
- Loan (Bridging and Term)
- In Kind (where applicable) – property value, voluntary labour contributions

# Quotations and Procurement

## STEPS IN BELOW THRESHOLD TENDERING



# Thank You

For more information, supports and advice contact [tom@olatc.ie](mailto:tom@olatc.ie)



Supported by



An Roinn Forbartha  
Tuaithe agus Pobail  
Department of Rural and  
Community Development



Comhairle Contae Chorcaí  
Cork County Council