**COMMUNITY ENHANCEMENT PROGRAMME 2018**

**Applications under the Men’s Shed fund**

**NOTE: Closing Date 31 August 2018**

**FOR OFFICE USE ONLY**

Date Received:

Reference Number:

LCDC recommendation:





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Men’s Shed NAME:

**ALL APPLICATIONS ARE TO BE RETURNED TO THE ADDRESS BELOW OR EMAILED TO** **community@dlrcoco.ie**

**Dún Laoghaire-Rathdown LCDC,**

**LCDC Men’s Sheds - Community Enhancement Programme,**

**Community and Cultural Development Department,**

**Dún Laoghaire-Rathdown County Council,**

**County Hall,**

**Marine Road,**

**Dún Laoghaire, Co. Dublin**

**By 31 August 2018**

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

**Department of Rural and Community Development**

**Community Enhancement Programme - Men’s Sheds fund**

Following discussion with the Irish Men’s Shed Association, the Department of Rural and Community Development (“the Department”) has decided to allocate €0.5m to fund capital equipment or minor capital works in Men’s Sheds.

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

Applications for this ring-fenced funding can be made on this application form. All Men’s Sheds in Ireland that are affiliated with the Irish Men’s Shed Association are eligible to apply. In addition, applications that were made using the main CEP application form will also be considered.

It envisaged that this funding would, in general, be allocated in a relatively equal manner across Men’s Sheds that submit valid applications. To provide guidance on what this equates to, the total of €0.5m is approximately €1,449 per existing Men’s Shed. This should be used for guidance only, as not all Men’s Sheds might apply, or some might apply for an amount less than the €1,449, or some might apply for funding for an unsuitable project.

##### TERMS AND CONDITIONS

* Under this part of the Community Enhancement Programme, which is funded by the Department, grants will be provided to Men’s Sheds towards small scale capital costs. The scheme does not provide funding for operating costs (e.g. the employment of staff, electricity costs, heating costs, etc.).
* The project must be complementary to the DLR LECP
* The project must benefit the local community and must relate to at least one Target group / Thematic area in the DLR LECP.
* Relevant groups who apply for funding must be registered with the PPN. Applications can be found on [www.dlrppn.ie](http://www.dlrppn.ie)
* The information supplied by the applicant Men’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 Men’s 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 2018 form.
* Evidence of expenditure, receipts /invoices must be retained and provided to the LCDC or their representative if requested.
* Grant monies must be expended and drawn down from the LCDC by end of year 2018. Photographic evidence may be required to facilitate draw down of grants.
* The Department’s contribution and that of the DLR LCDC 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 **31 August 2018.** 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 all relevant information, including estimates from two independent suppliers, is included on / with your application. Incomplete applications will not be considered for funding.

## All questions on this form must be answered. Please write your answers clearly in block letters.

## SECTION 1 – YOUR ORGANISATION

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

Is your Men’s Shed affiliated with Irish Men's Sheds Association **YES** [ ]  **NO** [ ]

Year the Men’s Shed was established \_\_\_\_\_\_\_\_

PPN Registration Number (refer to section 6 selection criteria in guidelines): \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Successful applications for funding under this programme will only be paid to the applicant organisation’s Bank Account.**

Please give your group’s Bank details *on the Bank Account* for electronic payment to Group

|  |  |
| --- | --- |
| **Account Name** |  |
| **Account Number** |  |
| **Sort Code**  |  |
| **IBAN**  |  |
| **BIC/SWIFT CODE**  |  |

You must attach a copy of the top of Bank statement showing your group’s name and A/C No

Was your group / organisation approved for funding under the Communities Facilities Scheme or RAPID grants programme in 2017?

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

If  **YES**, please give details of the project which received funded in 2017:

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Have you received funding under any capital grants schemes from 2015 to current date- i.e. grants from Government Departments, Local Authority, LCDC and/or LEADER?

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

If **YES** please give details below:

|  |  |  |  |
| --- | --- | --- | --- |
| **Name of scheme** | **Funding organisation** | **Amount of funding** | **Date****Received** |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |

If any of the above funding was paid through the Local Authority, have you submitted your Bank Account Details previously?

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

Do you receive funding from any other organisation?

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

If **YES** please give details below:

|  |  |  |  |
| --- | --- | --- | --- |
| **Name of scheme** | **Funding organisation** | **Amount received** | **Date received** |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |

Is your organisation affiliated or connected to any relevant local regional or national body?

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

If **YES** please give details below:

Name of organisation(s): \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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How does your organisation link in with other organisations in your area? \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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

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

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

**SECTION 2 – Project Details**

What will the funding be used for?

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When will the purchase be made? ­­­­­­­­­­­­­­­­­­­­­­­­­­\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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

**Important note:** Please include supporting documentation i.e. two estimates/quotes from different independent suppliers with this form.

Please state how your Men’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 equipment labels, or on notices/signs, or in any newsletters that are being produced locally.

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**SECTION 3 - 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 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 Men’s Shed does not have the funding to undertake the work/project without this grant aid or alternatively that with the grant the Men’s Shed will now undertake a larger project which they otherwise would not be able to afford.
* I confirm that the applicant Men’s Shed is tax compliant (if tax registered).

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

1. The Department operates the Community Enhancement Programme through the Local Community Development Committees (LCDCs). It is a capital grant programme that provides funding to enhance facilities in disadvantaged areas. The Department previously committed to funding of €4.5m for this programme. The €0.5m fund which is ring-fenced for Men’s Sheds is in addition to the €4.5m. [↑](#footnote-ref-1)