



**Comhairle Contae  
Dhún na nGall**  
Donegal County Council



## Healthy Donegal Small Grants Scheme 2022 Application Form

*For Office Use Only*

GROUP /ORGANISATION NAME:

MUNICIPAL DISTRICT:

**ALL APPLICATIONS ARE TO BE RETURNED:**

**by email to**

[mfitzgerald@donegalcoco.ie](mailto:mfitzgerald@donegalcoco.ie)

**or by post**

Healthy Donegal Coordinator, Donegal County Council, Community Development, Station Island,  
Lifford, Co Donegal, F93 X7PK

**By 4.00pm on Wednesday, 12<sup>th</sup> October 2022**

**CLOSING DATE WILL BE STRICTLY ADHERED TO**

*If you have any queries, please contact Community on 074 9153900 or email*

[mfitzgerald@donegalcoco.ie](mailto:mfitzgerald@donegalcoco.ie)

The Healthy Ireland Fund supported by the Department of Health



**Rialtas na hÉireann**  
Government of Ireland



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government supporting communities

**Please read the Healthy Donegal Small Grant Scheme Application Guidelines before completing this form.**

## **Healthy Ireland Fund Healthy Donegal Small Grant Scheme 2022**

Healthy Ireland is a Government-led initiative which aims to create an Irish society where everyone can enjoy good physical and mental health, and where wellbeing is valued and supported at every level of society. Healthy Ireland is funded by the Department of Health and administered by the Local Community Development Committees (LCDCs) in each Local Authority area.

In 2022, Donegal LCDC aims to support local activities delivered under the current Mental Health Theme through the provision of the Healthy Donegal Small Grants Scheme 2022. The Scheme comprises of €10,000 in total and offers small grants for projects with a minimum spend of €500 and up to a maximum of €1,000. The grant period will run from 26<sup>th</sup> October 2022 to 7<sup>th</sup> December 2022.

**Closing date for applications is: 4pm, Wednesday 12<sup>th</sup> October 2022.**

The Healthy Donegal Small Grant Scheme is a small but flexible source of funding to assist **Local Community Groups, Voluntary Groups** and **Sporting Organisations** in the development of locally based community projects and group activities aimed at improving social inclusion, health and wellbeing.

The following provides a non-exhaustive list of indicative actions that could receive funding under the programme

- Wellbeing activities
- Creative arts programmes / Play programmes
- Family Support projects
- Educational initiatives
- Actions supporting the implementation of 'Connecting for Life'
- Infant and children's mental health initiatives
- Mental Health training through partnerships/collaboration
- Initiatives to improve living well with a chronic condition

### **Target groups**

The following are the priority target groups identified under Healthy Ireland:

- Disadvantaged communities / men and women / families, including one parent families
- Children and young people
- People with disabilities, including people with mental health issues
- Unemployed young people and adults
- Traveller and Roma communities
- New communities, asylum seekers and refugees
- LGBTI communities
- Homeless people
- Older people
- People with chronic health conditions

## TERMS AND CONDITIONS

1. Under the Healthy Donegal Small Grants Scheme, supported by the Department of Health, grants will be provided for projects or activities which are in line with the current Mental Health Theme of Healthy Ireland Round 3.
2. The activity or project must benefit the local community and relate to the key priority areas identified in the Donegal LECP 2016 – 2022.
3. Only applications received on the below Healthy Donegal Small Grants Scheme Application Form will be accepted for consideration.
4. Any not-for-profit Community, Voluntary, Sporting group can apply. Individuals are not eligible for funding.
5. The application period will be open from **14<sup>th</sup> September 2022** and **close on 12<sup>th</sup> October 2022**.
6. All expenditure relating to successful applications must be incurred during the grant period of **26<sup>th</sup> October 2022** and **7<sup>th</sup> December 2022**, expenditure incurred prior to the date at which the grant period commences and after the grant period ends will not be considered eligible.
7. The following types of actions / costs **will not** be supported:
  - Actions not aligned to Healthy Ireland, A Framework for Improved Health and Wellbeing 2013-2025 and to the key priority areas identified in the Donegal LECP 2016 – 2022.
  - Actions which duplicate the creation of materials or services that already exist on a wider systemic or national level.
  - Actions that provide a competitive advantage to private enterprises e.g. purchasing equipment in privately owned facilities.
  - The delivery of services in a setting that is not inclusive of the target community or charges a fee to participants.
  - Actions which are not in line with Department of Education and Skills Circular 0043/2018, for example: the delivery of once-off/short term basis student talks in relation to any aspect of SPHE, PE or health and wellbeing (including mental/ emotional health).
  - The development of new health and wellbeing programmes or resources for schools. A range of resources already exist, and new ones are currently in development by the Department of Education and Skills and the HSE.
  - Any day-to-day expenses (i.e. current or operating costs)
  - Legal fees
  - Project management fees
  - Employment costs
  - Capital / Building Projects
  - Feasibility studies
  - Private or commercial operations
  - Entertainment costs
  - Costs not aligned with the programme for healthy eating i.e. Fast food, takeaway food, fizzy drinks
  - Existing rental costs
  - Equipment costs exceeding 30% of total funding application.
8. Evidence of expenditure by way of receipt(s)/invoice(s) stamped paid and proof of payment relating to expenditure by way of a Bank Statement, must be provided to the grant administrator, clearly showing the following when requested:
  - Details —Bank Name, Account Name and Address, Account Number, Sort Code Number,
  - IBAN and BIC number
  - Date — when payment was made
  - Amount — amount paid
  - Reference — expenditure reference

9. In the event your Organisation/Group is not set up on Donegal County Council's financial management system, in order to prevent payment redirection fraud, all new bank details will only be accepted on a bank statement header. A scanned copy of a bank statement - dated within the last three months - showing the Account Holder, Name, Address, IBAN and BIC number must be submitted. Please blank out any transaction details.
10. **Healthy Ireland and Healthy Donegal must be publicly acknowledged in all materials associated with the purpose of the grant.**
11. The information supplied by the applicant group /organisation must be accurate and complete.
12. Misinformation may lead to disqualification and/or the repayment of any grant made.
13. All information provided in respect of the application for a grant will be held electronically. The LCDC reserves the right to publish a list of all grants awarded.
14. The Freedom of Information Act applies to all records held by the Department and Local Authorities.
15. The application must be signed by the Chairperson, Secretary or Treasurer of the organisation making the submission.
16. It is the responsibility of each organisation to ensure that it has all proper procedures and policies in place including appropriate insurance where relevant.
17. It is the responsibility of each applicant to ensure their application is received not later than the closing date of **4pm, Wednesday 12<sup>th</sup> October 2022**. Claims that an application form has been lost or delayed in the post will not be considered.
18. Breaches of the terms and conditions of the grants scheme may result in sanctions including disbarment from future grant applications.
19. Please ensure the application form is completed in full. Incomplete applications will not be considered for funding. No third party or intermediary applications will be considered.
20. Applicants should be aware that an equity/fairness approach will be taken by the LCDC to ensure an even distribution of funding and a maximum one project per group will be considered for funding.
21. In order to process your application, it may be necessary for Donegal 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 <http://www.donegalcoco.ie/footer/dataprotectionstatement/>.

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

**SECTION 1 – YOUR ORGANISATION**

<b>Name of Group / Organisation</b>	
<b>Address</b>	
<b>Eircode</b>	
<b>Municipal District</b>	
<b>Contact name</b>	
<b>Role in Group/Organisation</b>	
<b>Telephone number</b>	
<b>E-mail</b>	
<b>Alternative Contact name</b>	
<b>Alternative Telephone number</b>	
<b>Alternative E-mail</b>	
<b>Charitable Status/Tax Reference No.</b> (if applicable)	
<b>Tax Clearance Access No.</b> (if applicable)	
<b>Bank Account Details</b>	
<i><u>If your Organisation/Group is not set up on Donegal County Council's financial management system, in order to prevent payment redirection fraud, all new bank details will now only be accepted on a bank statement header. In the event your application is successful you will be asked to scan a copy of a bank statement - dated within the last three months - showing the Account Holder, Name, Address, IBAN and BIC number. Please blank out any transaction details.</u></i>	
<b>Name &amp; address of Bank:</b>	
<b>Name on account:</b>	
<b>Account number (BIC &amp; IBAN)*:</b>	

- Has your group/organisation all relevant valid insurance policies in place? YES  NO  N/A
- Has your group/organisation a data protection policy in place? YES  NO  N/A
- Has your group/organisation a child protection policy in place? YES  NO  N/A

**SECTION 2 – Project Details**

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

**Total Funding Sought:** \_\_\_\_\_

**Will any of the following groups benefit from your project? (Please tick where applicable)**

Disadvantaged Communities	<input type="checkbox"/>	Disadvantaged Men and or Women	<input type="checkbox"/>	Disadvantaged Families, including one parent families	<input type="checkbox"/>
Children and Young People	<input type="checkbox"/>	People with Disabilities	<input type="checkbox"/>	Unemployed Young People and Adults	<input type="checkbox"/>
Traveller and Roma Communities	<input type="checkbox"/>	New Communities, Asylum Seekers and Refugees	<input type="checkbox"/>	LGBTI Communities	<input type="checkbox"/>
Homeless People	<input type="checkbox"/>	Older People	<input type="checkbox"/>	People with chronic health conditions	<input type="checkbox"/>

**Project Proposal:**

**Provide a detailed breakdown of project costs:**

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**Please indicate all other/potential forms of funding your organisation or group is in receipt of/has applied for in relation to your proposed project :**

<b>Source</b>	<b>Amount</b>

**If your project does not receive the full amount applied for, would the project: - (choose one option only):**

- Go ahead, unchanged
- Not go ahead
- Proceed on a reduced basis

### 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 the Health Donegal Small Grant Scheme 2022 (see pages 3 and 4 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 applicant group/organisation is tax compliant (if tax registered).
- 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.
- I confirm that if successful, grant aid awarded will be expended by **7<sup>th</sup> December 2022**.

<b>Name in block capitals:</b>  (on behalf of group / organisation):	
<b>Signature:</b>  (Printed signatures will <u>not</u> be accepted)	
<b>Position held in group / organisation (block capitals):</b>  (Chairperson or Secretary)	