

Small Grant Round 2018

Frequently Asked Questions

Before Applying

1. Do we need to be a registered charity in order to apply?
No, as long as you are a constituted not for profit group with charitable aims you can apply.
2. If my organisation has applied for and been awarded a grant in the past, can we apply for the same project again?
Yes, successful organisations can reapply to the Small Grant Round with the same project, once it is for a different time period (i.e. the following year)
3. Is there a certain amount of time that we must wait before applying again?
No, organisations that were successful in receiving funding through the Small Grants Round are fully entitled to apply for funding again through The Small Grants Round in the following years.
4. I have saved my application online and can't log back into it.
If you have started an online application and saved it but are now unable to log back in to complete it then please send an email to knorris@irelandfunds.org. You will need to provide us with the name of your organisation, a phone number and the email address and password that you used when you saved your application. A member of our grants team will be in contact with you within 24 hours.
5. Will the Small Grants Round cover salaries?
No, grants allocated through The Small Grant Round do not cover the cost of salaries. We will, however, support fees to deliver specified activities over a defined period of time. See guidelines [HERE](#)
6. Do you support Festivals?
No, we do not support festivals or one-off events.
7. Do you support individuals?
No, we do not support individuals through The Small Grant Round – only organisations.
8. Do you support events that happen every year?
Yes, we support events that happen on an annual basis. However, these events must be part of a defined learning or development process with clear indications of what the value add and impact is for participants. These events must clearly align with our core funding areas and priorities.

9. Are travel expenses covered?

No, grants allocated through The Small Grant Round do not cover the cost of travel expenses. However, there is flexibility on this if you can show us that the proposed programme or project could not go ahead without some funding towards transport costs for participants (i.e. in rural areas with limited transport etc.) We would ask that you show the breakdown request for transport costs within your financial budget for the grant.

10. Do you fund outside coordinator or facilitator fees?

Yes, we do support outside co-ordinator or facilitator fees for projects once these fees are time bound and have set deliverables and outcomes for participants. For example, where an organisation has a group of people coming together with a trainer for a set number of weeks/months with set goals and objectives on what each participant will learn through the training, this would be something that we would consider supporting.

11. Can you send me a grant application form?

The Small Grant Round is an **online application process only**. We do however have a copy of the application on our website if you wish to download it to help prepare you for the online application. Please note that this is to be used *for information purposes only*.

12. Do you require additional documents at this stage.

No additional documents are required at this stage. If your application is successful we will then request the organisation's governing document and most recent audited accounts (or similar) in order for us to complete the approval process.

13. It says what you don't fund...but what do you fund?

The Small Grant Round funds charity and non-profit projects working across the island of Ireland in the following 4 main areas:

Arts & Culture
Community Development
Education
Peace & Reconciliation

14. How important is the heading we put the programme under?

We ask that you put your application/project under the heading that best describes the activities for which funding is being sought.

15. Can I submit more than one application for my organisation?

No, only one application per organisation is permitted. Local branches of a larger organisation may apply.

After Applying

16. Will I receive confirmation that my application has been received?
Yes, you should receive an email to the address that you provided on the application form. If you do not receive confirmation you can contact knorris@irelandfunds.org and a member of the Grants team will confirm if your application form has been submitted.
17. When will decisions be made?
The decision on the Small Grant Round awards will be made in late June. Organisations will be notified by email (to the email address provided by you on the application form) as to the outcome of your application in early July.
18. If our organisation is successful, what happens next?
A copy of your Constitution or Memorandum and Articles of Association and a most up to date set of Audited Accounts and bank statement must be submitted. Once the Ireland Funds Grants Team is satisfied with these documents, your grant will be approved.
19. When will we receive the money?
You will be notified of our decision in early July. We will then send you a Letter of Offer and Grant Acceptance Contract. Once you complete this contract and send it back to us, we will do our final review and then we will pay the grant. We estimate that grants will be paid by September/October.
20. How is the grant paid?
The grant will be paid via Electronic funds Transfer (EFT) only.
21. Once we receive the grant, does it have to be used within a particular timeframe?
Yes, the grant should be spent within one year of the payment being made.
22. What happens if we are unable to deliver on the timescale?
If you are unable to deliver your project within the year please contact The Ireland Funds to discuss the options available to you.
23. Can we use the funding for something else once the grant is awarded?
The funding must always be used for the project for which you applied. Please contact The Ireland Funds grant team to discuss any changes.
24. Do we have to report how the grant was spent?
Yes. You will be required to complete a report on how the grant was spent. This report will be sent to you by the Ireland Funds 12 months after the grant has been paid.