

Small Grants Round 2019

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 are eligible to 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 Grants Round with the same project, once it is for a different time period (i.e. the following year)
3. My organisation has applied for the Flagship Awards, can we also apply for the Small Grants Round?
Yes, organisations can apply for both the Flagship Awards and the Small Grants provided the organisation meets the necessary eligibility criteria for both. Both applications will be assessed independently. See guidelines at www.irelandfunds.org/grants
4. 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 2018 are fully entitled to apply for funding again through the Small Grants Round 2019.
5. I have saved my application online and can't log back into it.
No problem. Just go to the login page at www.irelandfunds.smapply.org , click the 'Forgot your password' button and follow instructions to retrieve your login details. If you need additional support, call our Grants Team on +353 (0) 1 662 7878.
6. Can you send me a grant application form?
The Small Grants Round is an **online application process only**. You can download the application form from the application portal once you register your organisation via www.irelandfunds.smapply.org
7. Does the Small Grants Round cover salaries?
No, grants allocated through The Small Grants 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 at www.irelandfunds.org/grants
8. Does the Small Grants Round cover capital projects – for example a construction or refurbishment projects?
No, we do not support capital/construction/refurbishment projects through the Small Grants Round.
9. Do you support Festivals?
No, we do not support festivals or one-off events.
10. Do you support individuals?
No, we do not support individuals through The Small Grants Round – only organisations.
11. Does the Small Grants Round support the purchase of IT equipment?
The Small Grants Round only supports the purchase of IT equipment where it is essential to the delivery of a programme (eg. IT classes, Coder Dojo Clubs). AV and IT equipment for basic office use is not considered a priority in this funding round.

12. 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.

13. Are travel expenses covered?

No, grants allocated through the Small Grants 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.

14. 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.

15. Do you require additional documents at this stage?

Yes. We will require your organisation's governing document and most recent audited accounts (or similar) in order for us to complete the due diligence and approval process.

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

The Small Grants 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

Organisations should be able to clearly demonstrate how their project impacts upon the lives of their participants and their local communities. Projects should have tangible and quantifiable outcomes as well as qualitative outcomes.

17. 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. We understand that organisations/projects may fall under more than one of these programme areas, but we do ask you to choose the one that is most relevant.

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

No, only one application per organisation is permitted. If an organisation has multiple regional branches, we advise that you consult with each regional department before applying to determine which application might be considered the highest priority and the best fit for The Ireland Funds Small Grants Round.

After Applying

19. Will I receive confirmation that my application has been received?

Yes, you will receive an automated email to the address that you provided at the time of applying. You can also check the status of your application by logging in to the application portal via www.irelandfunds.smapply.org

20. When will decisions be made?

The decision on the Small Grants Round awards will be made in mid-November. 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 late November.

21. If our organisation is unsuccessful, will we receive feedback?

If you have been unsuccessful in the Small Grants Round, you will be invited to request feedback via an online form in December, to receive feedback by phone on your application in January/February 2020. Requests for feedback outside of this timeframe will not be possible.

22. If our organisation is successful, what happens next?

Following satisfactory review of your governing document and financial information, your grant will be approved by The Ireland Funds Board and you will then receive a formal Letter of Offer and Grant Acceptance Contract.

23. When will we receive the money?

Once you complete the Grant Acceptance Contract and upload it to the online portal, we will do one final review before the grant is paid out. We anticipate that grants will be paid by January 2020.

24. How is the grant paid?

The grant will be paid via Electronic funds Transfer (EFT) only.

25. Once we receive the grant, does it have to be used within a particular timeframe?

Yes, the grant should be spent within 12 months of the payment being made.

26. 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.

27. 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 grants team to discuss any changes.

28. 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.