



THE IRELAND FUNDS

Sample

Application Form

Heart of the Community Fund 2024

Note: All applications must be submitted through the online portal available at irelandfunds.org/grants.

We have provided this document as a helpful tool only. You can review the questions and workshop them with your colleagues before you enter them into the online application form.

We will not accept applications submitted via post or email.

****SAMPLE – DO NOT USE – APPLY ONLINE****

ORGANISATION INFORMATION

Organisation Details

Organisation

Name:

Address:

Phone:

General

Email:

Website:

In what year was your organization established?

Please provide a brief description or summary of your organization. [150 character limit]

If your organisation works with children or vulnerable adults, do you have a safeguarding policy in place?

Registered Charity Number (if applicable):

Company Registration Number:

Tax ID:

**Number of paid
employees:**

**Number of voluntary
workers:**

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**Number of
Directors/Trustees:**

**Names of
Directors/Trustees:**

Organisation Structure

Please select from our Pillars below the one that your organisation primarily aligns with.

In order to apply for funding in this grant round, the applicant organisation must be a registered charity unless exempt through the exclusion list as stated by the Charities Regulator. For further details on requirements of a registered charity and exemptions please [click here](#).

What is your organisation's legal status?

In order to apply for funding in this grant round, the applicant organisation must have a Governing Document (i.e. Memorandum & Articles of Association; Trust Deed; Constitution)

Please select your organisation's type of Governing Document from the list below.

Please upload the supporting document for your above selection.

FINANCIALS

Financial Statements/Accounts

What period are your most recent financial statements/accounts for?

Are your financial statements/accounts audited?

Please upload your financial statements:

Bank Account Information and Statement

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Please enter/input the requested bank account details below. This data must match the details listed on the bank statement you will upload below so please ensure to double check all fields before continuing to the next section.

For unsuccessful applicants, the bank details and bank statement you provide will be deleted and not retained on file.

Account
Name:

Mandatory Upload: Copy of Bank Statement

In order to expedite the processing and payment of awarded grants, The Ireland Funds requests all applicants to submit a copy of their organisation's bank details at the time of application.

Should your organisation be successful, this recent bank statement and the bank details entered below will be used to set the organisation up as a payee on The Ireland Funds' banking system. In line with our financial security process, these details will need to also be verbally verified with your organisation by a member of The Ireland Funds team – please note that this verification step is only required when an organisation is successful in their application and has received notification that they will be receiving a grant.

The transaction history on the bank statement can be fully redacted but the following details must be visible:

- Full Name and Address on the account
- IBAN
- Bank Account Number
- Sort Code
- BIC
- Statement Date (must be dated within past 6 months)

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ORGANISATION CONTACTS

The Primary Contact is the person we will contact for any clarification or further information for this grant round. They will be notified of the outcome of the application and, if successful, will need to provide information for the grant contract. The Secondary Contact will typically only be contacted if the primary contact is unavailable, but should be someone able to step in and provide all the necessary information. At the contracting stage, you will be asked to provide the details of the signatories for the contract. The signatories do not need to be the Primary and/or Secondary Contact you are choosing now.

Primary Contact:

Secondary Contact:

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APPLICATION

About Your Organisation

What is the need, problem, challenge or opportunity that your organisation addresses?

Please tell us about your organisation's approach to addressing whatever need, problem, challenge or opportunity you have identified:

What outcomes does your organisation aim to achieve?

Please outline any evidence that supports your approach, including details about work that has already demonstrated promise of positive impact. Include any quantitative statistics that highlight some successes you've achieved to date.

Optional: If you have a Theory of Change, Model of Community Engagement, Program Logic Model, High Level Strategic Plan or similar framework, please upload it here. This upload should be 2 pages maximum and should not be a PDF with general information.

Please provide information about the economic and social context in which you are working:

What are the focus areas of this funding?

How does your organisation assess the effectiveness of its efforts? Provide a few examples.

Is there any other information you would like to include that is relevant to your application? Here you may emphasise or expand upon a previous point or provide new information, as necessary.

Optional: If your organisation has a video that accurately communicates its vision and work, please provide the link to it here. Please include videos that are no longer than 4 minutes in duration.

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INCOME & FUNDING

Income & Funding Details

What was your organisation's annual turnover* last year?

** Turnover is the total income made in a certain period. It is sometimes referred to as gross revenue or income.*

What is your goal budget for 2024? (i.e. how much funding do you need to secure to deliver planned projects and work for this year)

How much of your 2024 budget have you secured to date?

If successful, what difference could this funding make to your organisation and its ability to have an impact?

Please provide a list of some example costs this funding could be used towards (we suggest you aim for a least three and provide ballpark amounts too).

For example: Salaries for existing staff €10,000, Utility bills €5,000, Fit-out of new play therapy room €7,500

In the table below, enter your main sources of funding for this year? If this year's information is unavailable please provide the details for last year.

Source	Anticipated / Target Income	Confirmed Income to Date	Notes
Corporate			
Fundraising			
Government			
Individual Philanthropic Gifts			
Social Enterprise Revenue			

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Trusts and Foundations			
Other			
Total			

Have you received funding from The Ireland Funds previously?

[END]

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