Sample
Application Form
Heart of the Community Fund 2025
Round 2 Republic of Ireland

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

We have provided this word 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.

Please note application text has a character limit rather than word limit.

SAMPLE – DO NOT USE – APPLY ONLINE

FOR DRAFT USE ONLY. THE IRELAND FUNDS WILL NOT ACCEPT APPLICATIONS BY POST OR EMAIL. APPLICATIONS MUST BE SUBMITTED THROUGH OUR ONLINE PORTAL ONLY.

ORGANISATION INFORMATION

Organisation Details

Organisation:	
Address:	
Phone:	
General Email:	
Website:	

In what year was your organization established?

Please provide a brief description of your organisation. [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:

Number of paid employees:

Number of voluntary workers:

Number of Directors/Trustees:

Names of Directors/Trustees:

Organisation Structure

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

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.

Title	Upload Date
Constitution -	28/05/2025

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:

Title	Upload Date
Unaudited - Financial Statement -	8/09/2025

ORGANISATION CONTACTS

Contact	Role	Start Date	End Date	Status

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:

APPLICATION

Your Organisation's Work

Please provide information on the economic and social context that your organisation works in:

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

Please tell us about your organisation's approach to addressing the need, challenge, or opportunity you have identified.

Note: Please outline details about work that supports your approach and has already demonstrated promise of positive impact.

How does your organisation assess the effectiveness of its efforts?

Note: Please provide a few examples and include any quantitative statistics that highlight successes you've achieved to date.

What outcomes does your organisation aim to achieve?

Optional Questions

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.

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.

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 2025? (i.e. how much funding do you need to secure to deliver planned projects and work for this year)

How much of your 2025 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 probable costs this funding could be used towards if it was awarded in the coming two months (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			

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Government			
Individual Philanthropic Gifts			
Social Enterprise Revenue			
Trusts and Foundations			
Other			
Total			

Have you received funding from The Ireland Funds previously?