

COMMUNITY ENHANCEMENT PROGRAMME 2018

Applications under the Men's Shed fund

NOTE: Closing Date 31 August 2018



**An Roinn Forbartha
Tuaithe agus Pobail**
Department of Rural and
Community Development

FOR OFFICE USE ONLY

Date Received:

Reference Number:

LCDC recommendation:



Men's Shed NAME:

ALL APPLICATIONS ARE TO BE RETURNED TO:

**Caitriona Morgan, Chief Officer
Local Community Development Committee
Galway City Council
College Road
Galway**

**By 31 August 2018
CLOSING DATE WILL BE STRICTLY ADHERED TO.**

Department of Rural and Community Development Community Enhancement Programme - Men's Sheds fund

Following discussion with the Irish Men's Shed Association, the Department of Rural and Community Development ("the Department") has decided to allocate €0.5m to fund capital equipment or minor capital works in Men's Sheds.

This is a ring-fenced fund, under the existing Community Enhancement Programme¹. The application process is being administered by Local Community Development Committees (LCDCs).

Applications for this ring-fenced funding can be made on this application form. All Men's Sheds in Ireland that are affiliated with the Irish Men's Shed Association are eligible to apply. In addition, applications that were made using the main CEP application form will also be considered.

It envisaged that this funding would, in general, be allocated in a relatively equal manner across Men's Sheds that submit valid applications. To provide guidance on what this equates to, the total of €0.5m is approximately €1,449 per existing Men's Shed. This should be used for guidance only, as not all Men's Sheds might apply, or some might apply for an amount less than the €1,449, or some might apply for funding for an unsuitable project.

TERMS AND CONDITIONS

- Under this part of the Community Enhancement Programme, which is funded by the Department, grants will be provided to Men's Sheds towards small scale capital costs. The scheme does not provide funding for operating costs (e.g. the employment of staff, electricity costs, heating costs, etc.).
- The information supplied by the applicant Men's Shed must be accurate and complete.
- Misinformation may lead to disqualification and/or the repayment of any grant made.
- All information provided in respect of the application for a grant will be held electronically. The Department reserves the right to publish a list of all grants awarded on its website.
- The Freedom of Information Act applies to all records held by the Department and Local Authorities.
- The application must be signed by the Chairperson, Secretary or Treasurer of the Men's Shed.
- It is the responsibility of each organisation to ensure that it has proper procedures and policies in place including appropriate insurance where relevant.
- Applications must be on the 2018 form.
- Evidence of expenditure, receipts /invoices must be retained and provided to the LCDC or their representative if requested.
- Grant monies must be expended and drawn down from the LCDC by end of year 2018. Photographic evidence may be required to facilitate draw down of grants.
- The Department's contribution must be publicly acknowledged in all materials associated with the purpose of the grant.
- Generally no third party or intermediary applications will be considered.
- Late applications will not be considered.
- Applications by post should use the correct value of postage stamps and allow sufficient time to ensure delivery not later than the closing date of **31 August 2018**. Claims that any application form has been lost or delayed in the post will not be considered, unless applicants have a Post Office Certificate of Posting in support of such claims.
- Breaches of the terms and conditions of the grants scheme may result in sanctions including disbarment from future grant applications.
- Please ensure all relevant information, including estimates from two independent suppliers, is included on / with your application. Incomplete applications will not be considered for funding.

¹ The Department operates the Community Enhancement Programme through the Local Community Development Committees (LCDCs). It is a capital grant programme that provides funding to enhance facilities in disadvantaged areas. The Department previously committed to funding of €4.5m for this programme. The €0.5m fund which is ring-fenced for Men's Sheds is in addition to the €4.5m.

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

SECTION 1 – YOUR ORGANISATION

Name of Men's Shed	
Address	
Eircode	
Contact name	
Role in Group	
Telephone number	
E-mail	
Website	
Alternative Contact name	
Alternative Telephone number	
Alternative E-mail	

Is your Men's Shed affiliated with Irish Men's Sheds Association **YES** **NO**

Year the Men's Shed was established _____

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.

Charitable Status Number (if applicable): _____

Tax Reference Number (if applicable): _____

Tax Clearance Access Number (if applicable): _____

SECTION 2 – Project Details

What will the funding be used for?

When will the purchase be made? _____

Amount being applied for: €

Is this amount the partial or total cost: Partial Total

If partial, please give the estimated total cost: €

Important note: Please include supporting documentation i.e. two estimates/quotes from different independent suppliers with this form.

Please state how your Men's Shed proposes to acknowledge the Department, LA or LCDC.

Note: Depending on the amount being applied for, this could be as simple as including an acknowledgement on equipment labels, or on notices/signs, or in any newsletters that are being produced locally.

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 this Programme (see page 2 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 Men's Shed does not have the funding to undertake the work/project without this grant aid or alternatively that with the grant the Men's Shed will now undertake a larger project which they otherwise would not be able to afford.
- I confirm that the applicant Men's Shed is tax compliant (if tax registered).

Name in block capitals (on behalf of Men's Shed):	
Signature:	
Position held (block capitals):	
Date:	