

Department of Rural and Community Development Local Enhancement Programme 2024

Applications under the ring-fenced fund for Women's Groups

NOTE: Closing Date Wednesday 21st February 2024



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



Rialtas na hÉireann
Government of Ireland



Ár dTodhchaí
Tuaithe
Our Rural
Future



FOR OFFICE USE ONLY

Date Received:

Reference Number:

LCDC recommendation:

Women's Group Name:

ALL APPLICATIONS ARE TO BE RETURNED TO:

Laois Local Community Development Committee
Laois County Council,
Community Dept,
Aras an Chontae,
Portlaoise,
Co. Laois

**By Wednesday 21st February 2024
CLOSING DATE WILL BE STRICTLY ADHERED TO.**

Please read the Application Guidelines for the 'Local Enhancement Programme 2024' before completing this form.

Department of Rural and Community Development Local Enhancement Programme 2024 Ring-fenced fund for Women's Groups

The Department of Rural and Community Development ("the Department") has allocated funding of €1 million to support Women's Groups across Ireland.

This is a ring-fenced fund under the Local Enhancement Programme 2024¹. The application process is being administered by Local Community Development Committees (LCDCs).

Applications for this funding can be made on this application form. Women's Groups are eligible to apply, once they meet the LCDC's qualifying criteria.

It envisaged that this funding would, in general, be allocated in a relatively equal manner across Women's Groups that submit valid applications.

TERMS AND CONDITIONS

- The ring-fenced funding under the Local Enhancement Programme will support Women's Groups, particularly in disadvantaged areas, to carry out necessary repairs and improvements to their facilities and purchase equipment.
- This is a **capital** funding scheme. The scheme does not provide funding for the pay or employment of staff, or towards current 'operating' costs such as utility bills, etc.
- The information supplied by the applicant Women's Group must be accurate and complete.
- Inaccurate or incomplete information 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, including applications received and any additional correspondence related to the application.
- The application must be signed by the Chairperson, Secretary or Treasurer of the Women's Group.
- 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 application form for 2024.
- Evidence of expenditure, receipts /invoices must be retained and provided to the LCDC, the Department of Rural and Community Development, the relevant local authority or any agent acting on their behalf if requested.
- Grant monies must be expended and drawn down from the LCDC by 31st December 2024.
- The Department of Rural and Community Development'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 **to be chosen by the LCDC but no later than 8th March 2024.** 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.

¹ The Department operates the Local Enhancement Programme through the Local Community Development Committees (LCDCs). It is a grant programme that provides funding to enhance facilities in disadvantaged areas. The Department committed to funding of €6 million for this programme. The €1 million fund which is ring-fenced for Women's Groups is part of the €6 million.

- Please ensure the application form is completed in full. Incomplete applications will not be considered for funding.
 - In order to process your application it may be necessary for Laois County Council to collect personal data from you. Such information will be processed in line with the Local Authority's privacy statement which is available to view on www.laois.ie
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All questions on this form must be answered. Please write your answers clearly in block letters.

SECTION 1 – YOUR ORGANISATION

Name of Women's Group	
Address	
Eircode	
Municipal District	Portlaoise Borris-in-Ossory/Mountmellick Griaguecullen/Portarlinton
Contact name	
Role in Group	
Telephone number	
E-mail	
Website	
Alternative Contact name	
Alternative Telephone number	
Alternative E-mail	

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) (this is not required to make an application, but it will be necessary if you are successful, for payment purposes)	
Tax Clearance Access Number (if applicable)	

Section 2: Description of Activities

Please provide a description of your Women's Group, including information on the number of members, the organisational structure of your group, your group's aims, whether there is any criteria for membership, the main focus of the activities of your group, etc.

SECTION 3 – Project Details

What will the funding be used for?

Amount being applied for: €

Is this amount the partial or total cost of the purchase or works: Partial Total

If partial, please give the estimated total cost: €

Important note: All applications must include quotations from a minimum of three different independent suppliers for each item that requires funding under CSF. Please contact rdoolin@laoscoco.ie or call 057-8664206 for information on the required supporting documentation.

Please state how your Women's Group 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 notices/signs, or in any newsletters that are being produced locally.

SECTION 4 - 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 2-3 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 Women's Group does not have the funding to undertake the work/project without this grant aid or alternatively that with the grant the Group will now undertake a larger project which they otherwise would not be able to afford.
- I confirm that the applicant Group is tax compliant (if tax registered).

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

Data Protection

In accordance with the General Data Protection Regulations 2018, the definition of personal data is - 'personal data' means any information relating to an identified or identifiable natural person ('data subject'); an identifiable natural person is one who can be identified, directly or indirectly, in particular by reference to an identifier such as a name, an identification number, location data, an online identifier or to one or more factors specific to the physical, physiological, genetic, mental, economic, cultural or social identity of that natural person.

Laois County Council creates, collects and processes a significant amount of personal data in various multiple formats on a daily basis. Laois County Council's commitment is that the personal data you may be required to supply to us is:

- Obtained lawfully, fairly and in a transparent manner
- Obtained for only the purposes of the **Local Enhancement Programme**
- Adequate, relevant and limited to what is necessary for purpose for which it was obtained. Data will be used for administration purposes and financial purposes. Necessary information will be shared with the Accounts Payable Section of Laois County Council for the purposes of grant payments. Data may be used for audit purposes.
- Recorded, stored accurately and securely and where necessary kept up to date.
- Data will be kept securely in the Community Development Section of Laois County Council for a period of 6 years after completion of the project, after such time it will be destroyed.
- Legal basis – Local Government reform Act 2014

Your Data Protection Rights

You have the right to request access to personal data held about you, obtain confirmation as to whether data concerning you exists, be informed of the content and source of data and check its accuracy. In addition, if the data held by us is found to be inaccurate you have the right to change, remove, block, or object to the use of, personal data held by Laois County Council. In certain circumstances blocking access to data may delay or remove access to a service where the data is required by law or for essential purposes related to delivery of a service to you. Please note that to help protect your privacy; we take steps to verify your identity before granting access to personal data.

To exercise these rights, you should take the following steps:

Forward your completed request to the Data Protection Officer at the following address:

Data Protection Officer,
Laois County Council, County Hall,
Portlaoise,
Co. Laois.
R32EHP9

Or by email to: dataprotection@laoiscoco.ie
