



**Comhairle Cathrach
na Gaillimhe**
Galway City Council

Galway City

Community Action, Inclusion, Regeneration, Development & Environment (CAIRDE) Grant 2025

Guidelines for Applicants



Closing Date for Submission of Completed On-line Application Forms:

4pm Thursday 17th April 2025

LATE APPLICATIONS WILL NOT BE ACCEPTED

**PLEASE NOTE THE LINK TO SUBMIT APPLICATIONS WILL NOT BE
ACCESSIBLE AFTER THE CLOSING DATE**

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Purpose of the CAIRDE Grant Scheme

As part of our commitment to supporting communities, local development and regeneration, Galway City Council has established the **Community Action, Inclusion, Regeneration, Development & Environment (CAIRDE)** Grant Scheme. This Scheme offers financial support to community, sporting and voluntary groups, social enterprises and business associations for projects and initiatives that contribute to the development of their communities and improve the quality-of-life experience in their areas.

The funding available is allocated from Galway City Council's Annual Budget 2025, as adopted by the Elected Members. It is available to support those groups wishing to undertake specific projects under the relevant categories / streams of the Scheme. The Scheme will also enable local regeneration and enhancement works and in limited cases, projects may be delivered directly by Galway City Council, where appropriate.

Who can apply?

Any community, voluntary, sporting, social enterprise or business association group operating in Galway City may apply. Public sector and commercial for-profit organisations are not eligible to make an application. Groups are encouraged to register with the Galway City Public Participation Network (PPN), which is Galway City Community Network (GCCN) and be actively involved in the PPN. Applicants are advised to engage with the Council to ensure proposed projects align with work programmes and policies.

How much is funded?

The maximum grant available depends on the scheme category or stream under which you are applying. Each funding stream has a minimum and maximum grant award threshold.

Requests for assistance usually exceed the funds available for allocation. In cases where the scheme is oversubscribed, applicants should be aware that offers of funding may be for a lesser amount than that sought.

Grant beneficiaries must hold a Bank or Credit Union Account in their legal name and have an up-to-date tax clearance certificate. As the funding may represent a contribution towards the overall cost of a project, groups must demonstrate that they have sufficient funds to finance the balance, i.e., submit an up-to-date statement showing sufficient funds are

available to match fund the project. Applicants must also declare any additional Council, agency or Government funding or grant-aid associated with their project.

What type of proposals are considered?

The CAIRDE Scheme comprises five different support types and proposals must meet the following general conditions:

- (1) Projects must be of benefit to the wider community by promoting well-being and quality of life for all or by making the area more attractive, accessible and safe for locals / visitors.
- (2) Purchase of equipment is only eligible if it is required in relation to the project being proposed in the application. Personal equipment will not be funded.
- (3) Costs incurred during the grants scheme period (April to October 2025) apply. Grants will not be awarded retrospectively i.e. grants will be paid only for work / resources / equipment etc still to be purchased at the time the application is made.
- (4) Where land / buildings the subject of the grant application, are not in the ownership of the applicant, written consent from landowners / property owners will be required for any works proposed to be undertaken.
- (5) Where the project involves children and young people, applicants must confirm they have a Child Protection Policy in place at the time of application.
- (6) Funding is limited to projects not typically covered under other grant schemes operated by the Council.



What items are ineligible under the Scheme?

1. Personal equipment i.e. laptops
2. Entry fees for competitions
3. Purchase of vehicles

Grant Support Schemes 2025

The following grant supports are included in the CAIRDE Grant Scheme 2025:

Support Scheme for Community Action (Min Grant €1,000 – Max €25,000)

The **Community Action** funding stream is designed to support projects and initiatives that enhance the social, cultural, and physical well-being of local communities. This funding is intended to empower local residents and organisations to take action on issues that matter most to them, fostering a sense of belonging and shared responsibility.

Initiatives may include, but are not limited to, community development projects that promote local engagement, capacity building and improving community facilities.

The goal of this funding stream is to strengthen community ties, provide resources for collaborative efforts, and encourage active participation and volunteering in creating sustainable, thriving communities. In addition to general community development, this funding stream also prioritises projects aimed at improving community safety and reducing crime. Initiatives in this area could include neighbourhood watch programmes, youth engagement activities, crime prevention education, and projects that enhance public spaces to increase safety and accessibility. By supporting these efforts, the funding seeks to build safer, more resilient communities where residents can live, work and interact with confidence.

Projects should demonstrate a clear plan for community involvement, measurable outcomes, and a commitment to long-term impact. Applications that support delivery of the Local Economic and Community Plan – ‘an equal and inclusive city’ / ‘a city that promotes health and well-being’ Goals will also be encouraged.

Support Scheme for Inclusion (Min Grant €5,000 – Max €50,000)

The **Inclusion** funding stream is designed to support projects that promote equality, accessibility and social inclusion for all members of the community, particularly those who may face barriers to full participation in society. This stream aims to fund initiatives that foster

a more inclusive environment for marginalized or underrepresented groups, ensuring that every individual has equal opportunities to engage in community life.

Projects that may be considered for funding include, but are not limited to, age-friendly initiatives, the promotion of Irish and minority languages, cultural projects and programmes or supports to increase accessibility for individuals with disabilities.

The purpose of this stream is to create a more diverse and inclusive community by supporting initiatives that celebrate difference and ensures that all voices are heard and valued. Whether through cultural, educational, or social activities, funded projects should aim to reduce inequalities, increase social participation, and enhance a sense of belonging among all community members.

Applications should demonstrate clear objectives, community involvement, and a commitment to promoting diversity and inclusivity across all stages of the project. Applications that support delivery of the Local Economic and Community Plan – ‘an equal and inclusive city’ / ‘a city that promotes health and well-being’ / ‘a world class creative city region’ Goals will also be encouraged, together with projects that support Galway’s bilingual city status.

Support Scheme for Regeneration (Min Grant €5,000 - Max €25,000)

The **Regeneration** funding stream is aimed at supporting projects that contribute to the revitalisation and sustainable development of disadvantaged areas within Galway City. The goal is to enhance the physical, economic, and social well-being of communities that face challenges such as socio-economic deprivation, lack of infrastructure, or limited access to essential services.

Eligible initiatives may include, but are not limited to, urban renewal projects, local enhancement and improvement to public spaces, the creation of community hubs, development of facilities in disadvantaged areas.

The focus is on projects that have the potential to create long-term positive change, fostering a sense of pride and ownership within the community. This funding stream is specifically intended to address disparities in underdeveloped areas, ensuring that regeneration efforts are targeted towards those who would benefit most. Projects that encourage local engagement, sustainable development and economic empowerment will be prioritised.

By supporting these initiatives, the funding aims to reduce inequality, improve local infrastructure, and create environments where residents can thrive.

Applications should demonstrate a clear strategic plan for regeneration, with an emphasis on community involvement, long-term impact and the promotion of inclusive growth. Applications that support delivery of the Local Economic and Community Plan – ‘an equal and inclusive city’ / ‘an innovative city’ Goals will also be encouraged.

Support Scheme for Development (Min Grant €5,000 – Max €50,000)

The **Development** funding stream will support projects that promote local economic growth, infrastructure development and enhanced community and sports facilities. This funding stream seeks to encourage initiatives that contribute to the long-term development of Galway City by improving public amenities, boosting local economies, and enhancing the overall quality of life for residents.

Eligible projects could include, but are not limited to, upgrades to sports facilities and running of sporting events, the development of tourism and enterprise infrastructure and supports, and the creation of new public spaces or recreational areas that benefit both locals and visitors.

Grants will be considered for activities / projects / works that promote local economic activity or new business opportunities for a local area or market the city as an enterprise tourism location. Funding will be prioritised for initiatives where there is a defined need, where there is clear collaboration at local level, and the project proposal has the capacity to attract visitors and deliver sustainable improvements for the area. Eligible applicants are community and business representative groups. Examples of projects / works which could qualify under the local economic activity area include:

Christmas lighting and other streetscape enhancements which animate public spaces in an innovative and creative way; Community-led enterprise initiatives; Campaigns and events to promote local enterprise – ‘Shop Local’ campaigns, other collaborative events promoting local businesses / traders etc; Festivals and events that increase bed nights.

By supporting projects that improve sports facilities and tourism offerings, this stream aims to create a more vibrant and attractive city for residents, businesses, and visitors alike, promote physical well-being and enhance Galway City's appeal as a destination for tourism.

Applications should demonstrate a clear plan for development, with a focus on sustainability, community benefit, and measurable outcomes. Applications that support delivery of the Local Economic and Community Plan – ‘a sustainable and resilient city’ / ‘an innovative city’ Goals will also be encouraged.

Support Scheme for Environment (Min Grant €5,000 – Max €25,000)

The **Environment** funding stream is designed to support projects that contribute to the protection, enhancement and sustainable management of Galway City's natural environment. This stream aims to fund initiatives that address environmental challenges, promote climate action, and foster greater awareness of biodiversity, heritage, and the city's green spaces and cemeteries.

Eligible projects may include, but are not limited to, climate action initiatives that reduce carbon emissions, biodiversity conservation projects, heritage conservation, and the creation or improvement of local amenities that enhance environmental sustainability.

The funding is intended for projects that support both the preservation of Galway's unique natural resources and the development of environmentally sustainable practices for future generations. The funding stream will encourage community-led, impactful environmental initiatives that not only address current ecological issues but also create long-term benefits for the local environment and residents. By supporting projects that promote biodiversity, heritage, and sustainable urban development, this fund aims to build a greener, more resilient city.

Projects should demonstrate a clear commitment to environmental sustainability, community involvement, and measurable outcomes that align with local and global environmental goals. Applicants are encouraged to design initiatives that integrate climate action with broader environmental, cultural, and social objectives. Applications that support delivery of the Local Economic and Community Plan – ‘a sustainable and resilient city’ Goal and Galway City's Climate Action Plan will also be encouraged.

Quotations

Applicants must submit at least one quotation supporting the costs (emailed or written quotes, catalogue extract). If your application is successful up to three quotations may be required. Galway City Council encourages applicants to 'Shop Local' where possible.

How to apply

Applications for funding are required to be made via an **online application system**. [Click here](#)

The link to Galway City Council's website is at the following address: [Click here](#)

How will my application be assessed?

Your application will be assessed **only** on the information provided in or along with the completed application form. You are encouraged to include documentation with your application to support any information given.

An internal Evaluation Group will assess your application and make a recommendation. The internal Evaluation Group will draw on the professional staff expertise of the relevant Council Departments related to the specific project and grant type.

Following this initial evaluation, the Elected Members of Galway City Council will consider the Evaluation Group's recommendation at the Grants Committee of Council comprising Elected Members nominated from each Ward. Subsequently, at the following full Council meeting, Elected Members will consider the recommendation of the Grants Committee. Final approval of funding rests with the Elected Members of Galway City Council based on a decision at a Council meeting.

The following criteria will be used when assessing applications:

- (i) The project must come within the definition of one of the funding streams listed and must comply with the eligibility criteria.
- (ii) Evidence that the project is aligned with the Local Economic and Community Plan and will impact positively on the local community should be demonstrated
- (iii) The capacity of the applicants to implement the proposal within the designated timeframe and within budget will be assessed

(iv) Quality and feasibility of the application

Acceptance of Offer

Following the approval of grants at the Council meeting, the Council's Community Department will formally write to the applicant advising if the application has been successful or not and will indicate the level of support on offer.

Applicants will not be informed of the outcome of their grant application until June 2025. We kindly request that you refrain from contacting this department until you have received notification regarding the outcome.

A Letter of Offer will be accompanied by a Funding Agreement setting out the terms and conditions of the offer. ([Letter of Offer Template here](#))
([Funding Agreement Template here](#))

This Agreement must be signed by the relevant persons and a signed copy must be returned to the Community Department within 10 days of receipt of the letter of offer. Offers will lapse in the absence of the return of a signed Funding Agreement.

How do I draw down the grant?

- Claims are processed by the Community Department, through email or post and must be submitted upon project completion in line with the timelines outlined in the Letter of Offer.
- Funding is allocated on an annual basis and cannot be carried forward.
- Projects / Proposals must be completed before you can draw down the full grant. Before final payment, Galway City Council may carry out a site inspection or project visit to confirm that all works have been carried out. 50% of the grant may be payable in advance. In this case, projects must be fully completed before the final 50% is payable.
- Funding may be allocated, subject to the funding threshold, to support larger scale capital projects that may not be completed by the deadline in 2025, in limited circumstances. In this case funding will be held by Galway City Council pending commencement and completion of the project.
- A [Project Completion Report Template](#) must be submitted with any claim. This is a short

summary report on the funded project / event. The Report must be accompanied by:

- Invoices and original receipts detailing expenditure on the project – Invoices and Receipts must reference the name of the Grantee i.e. name of the Community Group
- Before and after photos or improvements to amenities or facilities or photographs of events held. By submitting photos, the applicant is giving permission to Galway City Council to use the image(s) for promotional purposes, and confirming they have the permission of the photographer and any people who appear in the photo.
- Any other documentation which will be notified to you at approval stage.

Please note: All projects must be completed by **31st October 2025** and **all approved funding claimed by the 28th November 2025**. After this time, the funding will be withdrawn. Funding not claimed by the agreed deadline will be withdrawn. Please ensure that your current financial details (i.e. Bank Account number, Treasurer’s name, address and contact details etc) are up to date and notified to our Accounts Payable Team, Finance Department. A supplier set up form ([Supplier Set Up Form](#)) may need to be completed.

What else do I need to include with the on-line application?

- Copies of relevant quotations of all costs.
- Evidence of match funding required for proposal, for example current bank statement
- Evidence of land ownership / permission to use land (If relevant)
- Where a project is proposed on public land, written confirmation from the Council / landowner consenting and supporting the application.
- Where relevant, evidence of Public Liability Insurance for any one claim with Galway City Council named as an indemnified party.
- Where the proposal involves site works, a copy of Ordnance Survey maps indicating location of proposal (if relevant)
- Where applicable, any consents required under heritage legislation such as consents from National Monuments and National Parks and Wildlife or the National Museum of Ireland
- Details of any planning permission sought and / or agreed / proof of exemption (if relevant). For larger capital projects planning permission must be in place at time of application.
- Child Safeguarding Statement and Child Protection Policy if you are organising an event or programme that involves children.
- Any relevant further information on the activities of your Group in support of your application (annual report, leaflets)