



Your Ideas  
Our Support

# Community Fund

Dublin Airport depends on people in our local and regional communities to operate the airport on a daily basis and in this context we want to make a positive contribution through economic, social and environmental activities. The Dublin Airport Community Fund supports local projects that make a difference to our neighbouring communities.



Dublin Airport is the main international gateway for the island of Ireland. Operating since 1940, we have undergone major changes in order to respond to the ever changing business and travel environment which has led to a significant increase in passenger numbers and a further expansion of airport infrastructure.

One piece of infrastructure currently being developed is North Runway, which will support tens of thousands of new jobs, enhance connectivity for tourism, trade and foreign direct investment whilst also increasing customer choice and facilitating lower air fares.

We do not underestimate the impact these developments have on our local communities and the effect of wider airport operations. Dublin Airport depends on people in our local and regional communities to operate the airport on a daily basis and in this context we want to make a positive contribution through economic, social and environmental activities. We are committed to working alongside communities to help them to thrive and grow, through

investment and support for local projects and initiatives.

## WHAT IS THE DUBLIN AIRPORT COMMUNITY FUND?

The Dublin Airport Community Fund supports local projects that make a difference to our neighbouring communities.

For decades, Dublin Airport has been a supporter of community activities, promoting development in education, literacy, sports and the arts. We intend not only to continue this work, but to significantly expand it. Through the Dublin Airport Community Fund we are doubling our community spend to €400,000 per year for 25 years, making €10m available in total.

Under the fund, we have also partnered with the Dublin City University Access Service to provide scholarships to those students that may be marginalised in our community, giving them a unique opportunity to access third level education.

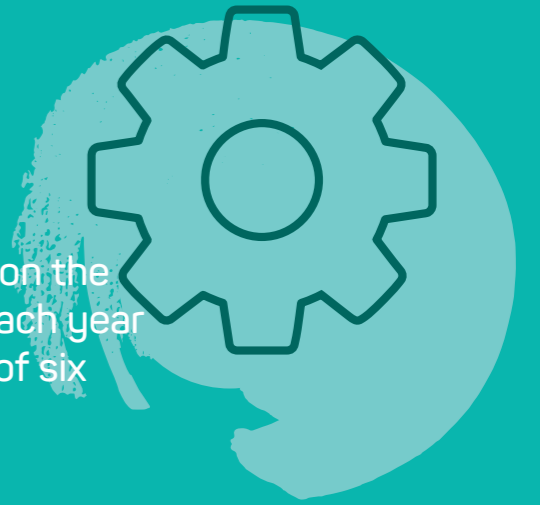
Further information is available on our website:

[www.dublinairport.com/  
community-fund](http://www.dublinairport.com/community-fund)



# How it Works...

Funding from the Dublin Airport Community Fund is allocated twice yearly and applications are assessed by a Grant Making Panel. The Grant Making Panel is independently chaired and will have four members - two representatives chosen for their independence, experience and understanding of community issues and two Dublin Airport representatives.



Fund will be open to applications on the 1st January and 1st September each year and will remain open for a period of six weeks on each occasion.



## ORGANISATIONS MAY QUALIFY FOR TWO TYPES OF GRANTS

### MINOR GRANTS

#### Grants of €5,000 or less

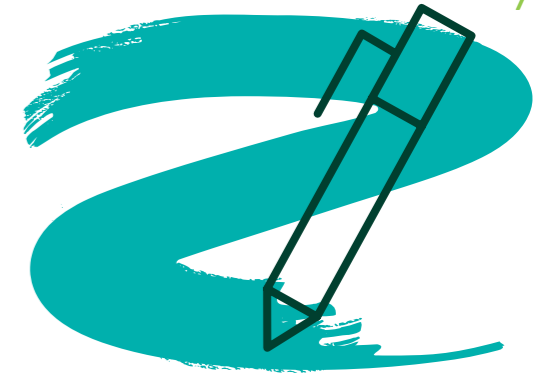
These grants will suit smaller initiatives and applicants are required to complete a one-stage process by submitting the Dublin Airport Community Fund Application Form.

### MAJOR GRANTS

#### Grants of €5,000 or more

Under this grant stream, we will look for benefits proven to last over the medium to long term.

*Typically, the Dublin Airport Community Fund will not fund more than 80% of the total cost of any project/activity*



## MAJOR GRANTS

In order to receive either a Major Grant, applicants are required to complete a two-stage process:

### Stage 1

Complete the Dublin Airport Community Fund Application Form and submit the application for assessment. Successful applicants will be invited to move into the second stage process.

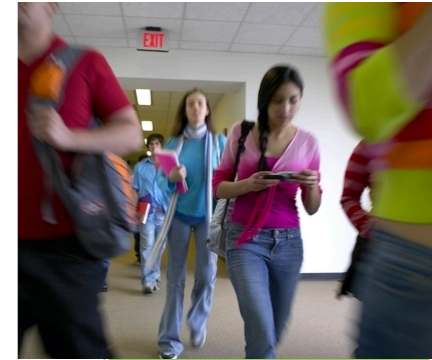
### Stage 2

During this stage, applicants will be asked to provide more detailed information about their project/activity including:

- An enhanced project plan outlining timeframes, resources required, goods, services or materials required and further information on the benefit of the project/activity to the wider community
- Detailed budgets outlining all costs associated with the project
- Detailed information on the sources of additional funding from other bodies and/or organisations
- Three quotations for any major purchase of goods, services or materials
- Depending on the project/activity, applicants may also be asked to provide additional documentation including:
  - Land titles, relevant planning permissions or related documents
  - Proof of relevant insurance policies
  - Information on how the project/activity will be maintained and run upon completion

# Who can Apply?

Our focus is to support community led projects/ activities in the immediate vicinity of Dublin Airport and those communities who are located under a flight path. For this reason, the main criteria we use when making a grant is the location of the project/activity.



The following areas in North County Dublin and their environs are eligible to apply for funding.

- Ballymun
- Cloghran
- Forrest Little
- Greater Baskin
- Hollystown
- Malahide
- Portmarnock
- Rolestown
- Santry
- St Margaret's
- Swords
- The Ward
- Tyrrelstown

#### WHO CAN APPLY?

Those who can apply include, but are not limited to:

- Voluntary Community Groups or Clubs
- Established Clubs
- Companies Limited by Guarantee
- Residents' Associations from Local Communities
- Schools/Colleges

#### WHO CANNOT APPLY?

- Individuals and Families
- Private Sector Organisations
- Applications on behalf of other organisations or in the name of a professional fundraiser

#### WHAT WE CANNOT SUPPORT

There are certain projects/ activities that we cannot support which are those that:

- Directly replace funding for projects that are, or have been, in the remit of any statutory bodies
- Do not directly benefit the community at large
- Conflict with or adversely affect the aims, objectives or policies of Dublin Airport or any other associated company which directly promote or advance a particular political party
- Have been refused planning permission

#### WHAT PROJECTS DOES THE FUND SUPPORT?

The categories on the following page represent the areas where funding is focused however, we are open to supporting any project/activity that works with our local communities, enabling them to thrive and grow.



### ENVIRONMENT & SUSTAINABILITY

As a responsible airport operator, Dublin Airport aims to minimise our impact on the environment. We are interested in funding projects or initiatives that help promote positive environmental and sustainability impacts in local communities such as:

- Ideas that will reduce energy usage or lower energy costs
- Tidy Towns Competitions
- Organisation of local 'clean up days' and watercourse clearing
- Sustainability initiatives e.g. water harvesting systems
- Eco education projects and actions which complement national environmental policies such as those on waste, biodiversity, climate change and sustainable development



### HEALTH & WELLBEING

We believe that everyone should enjoy physical and mental health; that wellbeing should be valued and supported at every level of society and is everyone's responsibility. Examples of projects and activities which fall under this category include:

- Mental health initiatives
- Promotion of 'get active' initiatives
- Participation in the arts e.g. drawing or music

### SOCIAL INCLUSION & COMMUNITY DEVELOPMENT

Creating opportunities for those who may be marginalised in society should be a priority for all communities. We can promote social inclusion through community development approaches, targeted supports and collaboration, through projects such as:

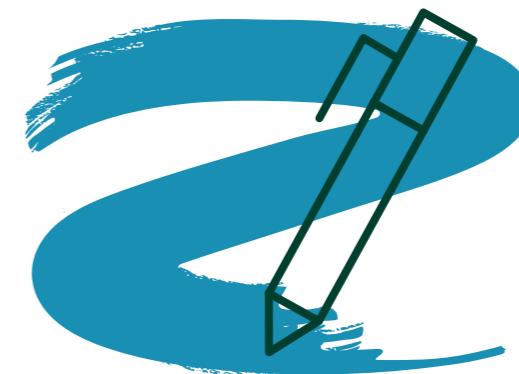
- Youth clubs
- Men's sheds
- Family days
- Community amenities
- Digital inclusion
- Initiatives that connect young and old
- Active age initiatives



### EDUCATION & TRAINING

Throughout our lives, we continue to learn and grow through education and training. It can open doors for people of all backgrounds. To encourage participation in this area, we have developed the Dublin Airport Local Community Access Scholarship Programme in partnership with Dublin City University. Communities can also get involved through projects such as:

- Prevention of early school leaver initiatives
- Innovative youth engagement programmes
- Purchase of educational equipment



### SPORTS & RECREATION

Sport and recreation is a necessary part of life that refreshes and rejuvenates body and mind. Examples of projects that we could support in this category include:

- Purchase of sports equipment
- Development of amenities

### CULTURE & HERITAGE

Culture and heritage is important to all communities because it helps people connect with others and provides a sense of unity and belonging. It may also provide people with a link to traditions that might otherwise be lost. Initiatives may include:

- Performing arts festivals and community concerts
- Promotion and support of local history
- Support for the cultural and heritage aesthetics of local areas

# How to Apply?

In order to apply for either a minor or major grant, applicants will need to firstly complete the Dublin Airport Community Fund Application Form giving due consideration to the following:



## GOVERNANCE

There are a number of questions relating to the applicant organisation under Section 1: Organisation Details.

Applicants should complete all questions carefully, providing as much information as possible. Completing this section gives the Grant Making Panel a good understanding of the activities and structure of the organisation and how the Fund will be administered.

## PUBLICITY

In Section 2 (C): Publicity, applicants are asked to demonstrate how they will ensure colleagues, press and local people know about the project/activity and the support from the Dublin Airport Community Fund. For example, is there a newsletter or website on which the Dublin Airport Community Fund logo can be displayed? Will there be an event where a display banner can be erected?

## CATEGORY OF THE PROJECT/ACTIVITY

There are six stated categories outlined under Section 2: Project/Activity Details, which are described in further detail in this document e.g. environment and sustainability.

Applicants need to demonstrate the category under which the project/activity falls. If the project/activity does not fall under any of the six categories, applicants will need to provide further detail on the sector or area the project/activity relates to.

## QUALITY OF PROPOSAL

The Grant Making Panel will look favourably on applications that are completed in a clear and concise manner. Applicants should ensure that costings are as accurate as possible and the project is well summarised.

Applications should be submitted in PDF or Word form or in hard copy by post. JPEG images cannot be accepted.

## BENEFITS OF THE PROJECT/ACTIVITY

One of the most important assessment criteria is the benefit of the project/activity which is explored in Section 2 (B): Benefit. We are looking for initiatives that have the potential to benefit not only the organisation but the community at large. It is important to show that the project/activity is sustainable and has been fully thought through.

## HOW DO YOU ASSESS APPLICATIONS?

Applications are assessed by the Grant Making Panel. The Panel review and assess applications according to their interpretation of the application under the following headings:

- Governance
- Benefits of Project/Activity
- Quality of Proposal

Geographic eligibility and the category under which the project/activity falls are also considered and assessed by the Grant Making Panel.

# What Next?

All applicants will be notified, in writing, of the outcome of their application once the Grant Making Panel has completed their assessment.

## MINOR GRANTS

- Successful applicants will receive a letter of offer and a payment claim form requesting payment details
- The applicant has 14 working days from receipt of this letter in which to provide the relevant information
- Once this information has been received, the funding will be committed and payment will be issued in agreement with the successful applicant

## MAJOR GRANTS

- Upon approval of the first stage application, applicants will be invited to participate in a second stage process
- Applicants will be advised of the requirements under the second stage (which may include a meeting) and all relevant documentation should be provided in a timely manner
- If successful, applicants will be required to complete a payment claim form and sign a Grant Agreement
- Once this information has been received, the funds will be committed and payment will be issued in agreement with the successful applicant

## UNSUCCESSFUL APPLICANTS

Should an applicant be unsuccessful, a letter will be issued informing them of this decision.

## WHAT HAPPENS WHEN MY PROJECT IS COMPLETE?

To help the Grant Making Panel understand that the funds have been used in a manner consistent with the Fund's objectives and to provide learnings for future funding allocations, all applicants are required to complete an 'Outcome Report' upon the completion of the stated project/activity or six months into the lifecycle of the project/activity, whichever comes first. A reminder to complete this report will be sent by the Dublin Airport Community Fund team approximately one month before the due date. A template report is available for download on our website.

All organisations that receive funding will be listed on the Dublin Airport Community Fund webpage.



# Make a difference



**Don't delay, apply today**

**Telephone**  
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**E-mail**  
communityfund@daa.ie

**Post**  
Dublin Airport Community Fund,  
Dublin Airport, Co. Dublin

**Website**  
[www.dublinairport.com/community-fund](http://www.dublinairport.com/community-fund)