



Community  
Fund

# HOW TO APPLY GUIDE





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Fund



*Dublin Airport depends on people in our local and regional communities to operate the airport on a daily basis and we want to make a positive contribution through economic, social and environmental activities.*

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

### **WHAT IS THE DUBLIN AIRPORT COMMUNITY FUND?**

For decades, Dublin Airport has been a supporter of community activities, promoting development in education, sports and the arts. We intend to continue this work, through the *Dublin Airport Community Fund* with a community spend of €400,000 per year for 25 years, totalling **€10million** available in total.

We are committed to working alongside communities to help them to thrive and grow, through investment and support for local projects and initiatives.

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





## HOW DOES IT WORK?

Funding from the *Dublin Airport Community Fund* is allocated yearly and applications are accepted during a six-week window.

All applications must be submitted via the Community Fund's **online portal** and forms cannot be accepted as hard copy or by email.

Applications must include a **clear project plan** with the related cost breakdown, supporting quotes, and project timelines.

Applications are assessed by an independently chaired **Grant Making Panel** which has five members - three representatives chosen for their independence, experience and understanding of community issues along with two daa executive representatives.

While reviewing the applications, the Grant Making Panel will give due consideration to the following: the governance of each organisation, the category of the project/activity, the quality of the application and supporting information, and the expected benefit to the community.



## 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

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

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



## 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 such as:

- 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, daa, 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 Dublin Airport Community Fund supports a wide variety of projects across a number of categories and we are open to supporting any project/activity that works with our local communities, enabling them to thrive and grow.

## HOW DO WE RECOGNISE AND REPORT ON THE GRANT WE RECEIVE?

After you have completed your project, you are required to submit a Project Outcome Report containing information on the activity, related publicity, and evidence of the project completion. Brand guidelines and logos are available on our website, and daa will work closely with each funded group to assist you to recognise your project through onsite promotion and online promotions.





## WHAT TYPES OF PROJECTS DOES THE FUND SUPPORT?

Dublin Airport's Community Fund supports projects or initiatives that help promote positive impacts in local communities across six categories. Examples of projects and activities which fall under the categories include:

### ENVIRONMENT & SUSTAINABILITY

Horticultural areas, greenhouses, poly tunnels, raised garden beds; environmental conservation materials such as solar panels, water conservation, bug hotels, etc.



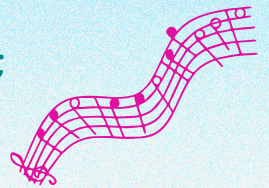
### HEALTH & WELLBEING

Sensory rooms; after-school club facilities and equipment; inclusive play areas; outdoor amenities such as picnic tables and benches.



### SOCIAL INCLUSION & COMMUNITY DEVELOPMENT

Youth clubs & after-school clubs; community shed groups; community amenities; digital inclusion; initiatives that connect young and old and active age initiatives



### EDUCATION & TRAINING

STEAM equipment such as 3D printers, laboratory instruments; Aistear play materials; whiteboards and smartboards; library establishment/ restocking; school musical instruments.



### SPORTS & RECREATION

Development of amenities such as stop-ball nets and goalposts; sports ground floodlighting; sports kits and equipment; climbing walls etc. Local art projects such as theatre equipment; art installations; mosaics and murals.



### CULTURE & HERITAGE

Promotion and support of local history; support for the cultural and heritage aesthetics of local areas



# FREQUENTLY ASKED QUESTIONS

## How can I apply for funding from the Community Fund?

*When the application window opens, access our online portal, create an account, and submit an application form for consideration*

## Our group previously received funding, can we apply again?

*Yes, of course. Once your project is completed and you have submitted your previous Project Outcome Report, you can apply to the next round of the Community Fund.*

## How do I know if my organisation is based within the eligible areas?

*The fund is to benefit our local communities and therefore eligibility is based on your project/activity taking place within one of the catchment areas and proof of location is required.*

## What type of funding does the grant cover?

*In order to be fair and equitable to all groups, the fund has criteria requirements. The costs should be project based, for items of long term use, and purchases that will benefit the club/group. For example: if you are looking to host a course, the fund can support the items to help you facilitate the course but not the costs for rental, etc.*

## How does the online portal & application process work?

*Starting in 2026, we will process all Community Fund application forms through an online system called Submittable. Initially you will create a Submittable account and then select Community Fund 2026 to complete your form and upload your documents all in one place. You can create a draft and add to it over time before submitting your application.*

## What do you we need to provide as part of the application form as supporting documentation?

*To support your application, you will be required to provide quotes, proof of organisation, proof of your project location and a signed copy of the project declaration form.*

## I am unsure if my project/group is eligible to apply for funding?

*Our community team are available to discuss any questions or queries you may have and you can contact them at [communityfund@daa.ie](mailto:communityfund@daa.ie)*

## How do we know when the fund is open?

*The Community Fund website will be updated to reflect the open application window with a link to the online portal. Once you create an account, you can draft and/or submit our application before the closing date. You will then receive a confirmation email when your application is submitted.*

## What is the expected timelines for the funding application and grant process?

*The application window opens for a six-week window. When closed, all applications are considered and prepared for the Grant Making Panel to review. You may be contacted during this stage for any additional information. Following this review, you will be contacted to advise of the status of your application and if successful, you will receive the related payment forms to process the transfer of funds. At the completion of your project, you will submit a Project Outcome Report.*

*Example of a fund timeline: Fund Opens in April - Fund Closes End of May - Review of applications/possible follow up in June - Grant Making Panel late June - Status /Payment Stage in July/August - Payments begin processing in August*



*daa proudly supports a variety of clubs and groups across our local communities and welcome applications from both first-time applicants and previous funding recipients. We would be delighted to hear about your ideas and projects.*

Contact us at [communityfund@daa.ie](mailto:communityfund@daa.ie)