



CORK CITY COUNCIL SPORTS CAPITAL GRANT 2021



SECTION A – ORGANISATION/CLUB DETAILS – TO BE COMPLETED BY ALL APPLICANTS
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NAME OF ORGANISATION/CLUB: _____

ADDRESS OF ORGANISATION/CLUB: _____

EIRCODE: _____

EMAIL (for acknowledgement of application): _____

PHONE NUMBER: _____

DESCRIPTION OF ACTIVITES OF ORGANISATION/CLUB: _____



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SECTION B – YOUR DETAILS – TO BE COMPLETED BY ALL APPLICANTS

NAME OF CONTACT FOR CORRESPONDENCE: _____

ADDRESS: _____

POSITION WITHIN YOUR ORGANISATION/CLUB: _____

TELEPHONE NO: _____

MOBILE NO: _____

E-MAIL: _____

ORGANISATION/CLUB PROFILE

In each of the following age categories, please state the number of current active participants (i.e., players) in the organisation/club:

	No. of males	No. of females
Under 12		
Ages 12 – 16		
Ages 17 – 20		
Ages 21 – 60		
Over 60		

Number of coaches and/or officials in the organisation/club: _____



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SECTION C – ORGANISATION/CLUB DETAILS – TO BE COMPLETED BY ALL APPLICANTS

PLEASE SELECT FROM THE LIST BELOW THE REASON THAT YOU ARE APPLYING FOR FUNDING:

- Pitch improvement works
- Playing pitch development (artificial)
- Changing Rooms
- Indoor Hall works
- Security Fencing
- Floodlighting
- Sports Equipment
- Other

IF YOU ARE APPLYING FOR A GRANT FOR IMPROVEMENT WORKS, PLEASE ANSWER THE FOLLOWING:

BRIEF DESCRIPTION OF WORKS:

PLEASE INDICATE WHY PROPOSED WORKS ARE NECESSARY:



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PLEASE INDICATE THE ESTIMATED TIME FRAME FOR WORKS:

Earliest Start up for works: months from grant approval

Dependent on other grants: Yes No

Completion period of works: months from start of week

SITE DETAILS:

Where will the proposed works be carried out?

What interest does your organisation have in the site?

(Please tick relevant box)

Freehold (you own the site)

Leasehold (you lease the site)

Short term licence

If leasehold, please state the number of years remaining on the lease: _____

If short term licence, please state the expiry date of the licence: _____

IF APPLYING FOR SPORTS EQUIPMENT GRANT, PLEASE GIVE DETAILS:



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SECTION D – PROJECT COST & FUNDING DETAILS – TO BE COMPLETED BY ALL APPLICANTS

WHAT IS THE TOTAL COST OF THE PROJECT?

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BREAKDOWN OF COSTS:

Pitch improvement works

Playing pitch development (artificial)

Changing Rooms

Indoor Hall works

Security Fencing

Floodlighting

Sports Equipment

Other

ARE THESE COSTS

Detailed professional costs

Pretender estimate

Quotation

NOTE: You must include written evidence of quotations for works or equipment. You should enclose a copy of any drawings or specifications relevant to your project.

HOW MUCH FUNDING IS YOUR ORGANISATION SEEKING UNDER THE CITY COUNCIL 2021 SPORTS CAPITAL PROGRAMME?

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PROJECT FUNDING

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TOTAL PROJECT COST

€

OWN FUNDS

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OTHER SOURCES (please specify)

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CITY COUNCIL GRANT SOUGHT

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SECTION E – FINANCIAL INFORMATION – TO BE COMPLETED BY ALL APPLICANTS

Supplier Set up Application Form

PART A – CLUB DETAILS

CLUB NAME: _____

ADDRESS: _____

IRISH VAT/TAX REG NO. _____ OR PPS NO. _____

Note: Vat/Tax number required for all registered suppliers. PPS number required if not VAT registered.

NATURE OF BUSINESS: _____

CHARITY NO. (If applicable CHY reference number): _____

PHONE NO. _____ Email address for remittances = _____

PART B- SUPPLIER TYPE

Grant/Refund Professional Service Construction Service Other Goods/services

VAT RATE = _____

Note: Professional Services payments are liable to withholding tax of 20%

Note: Construction services invoices must be VAT Free as liable to reverse charge VAT and may be liable to withholding tax.

PART C – BANK DETAILS

Please note that a copy of the top section of the club's bank statement (do not include transaction details) showing name and account details must accompany this form

Name and address of Bank: _____

Bank Account Name: _____

Sort Code: _____ Account No. _____

Bic/swift: _____ Iban: _____

Signed _____ Club position _____ Date _____

Print Name _____

Internal use only

Return to: Name: _____ EMAIL ADDRESS = _____

Department: _____

Address: _____



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CONDITIONS OF THE GRANT SCHEME

(i) Grant Application

- The grant application must be from a local sporting organisation or club.
- Membership of the club or organisation must not be subject to restrictions and/or conditions.
- The grant applicant must be located within the City Boundary or provide evidence that the majority of those using the facility live within the City area as of January 1st, 2021.
- The grant application form must be completed in full along with supporting estimates/quotations attached.
- The applicant must have title to the property which they are enhancing, have a license or lease greater than 7 years, or provide a letter of comfort from the landlord in relation to title.

(ii) Proposed Works

- Applicants must demonstrate that the proposed works meet a sporting need in the area and are of a capital nature.
- Provide costings and timeline for project.

(iii) Other

- Provide evidence of any other funding, evidence of own funding, and copy of previous two years club accounts.
- Undertake to refund Cork City Council for any grant given if the facility changes use or ceases to operate.
- An acknowledgement sign will be required to be erected where appropriate.
- Inspections by Cork City Council of works/equipment funded by this scheme must be facilitated by recipients.
- Any subsequent changes to the proposal (from what was described in the original application) must be agreed in writing with the Council in advance of work commencing. **Failure to do so may jeopardise the payment of the Council's contribution.**
- Successful applicants may not drawdown the current year's grant allocation if an awarded allocation from the previous year remains undrawn.
- Juvenile and senior sections of the same club or organisation cannot apply for separate grants. A maximum of one grant only will be provided to each qualifying club or organisation.
- All grants must be drawn down by 31st December in the year the grant is awarded. OR All grants must be drawn down within twelve months of the date on which the Council notifies successful applicants of their allocation.

(iv) Insurances/Indemnity

- All buildings must be covered by a fire insurance policy, which fully indemnifies Cork City Council.
- Applicants will be required to indemnify the Council against all and any claims arising from its involvement with the works.
- Applicants should have appropriate Public Liability Insurance and, where necessary, Employers Liability Insurance and should ensure that any Contractor employed by them has an adequate level of cover.
- While the Council does not require copies of these insurances, this does not exempt the firms or applicants from their insurance requirements, nor does it exempt the Fund recipients from their responsibility to ensure the works and groups/firms carrying out the works are adequately insured.



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OTHER CONDITIONS

FREEDOM OF INFORMATION

Please note that information supplied in or accompanying this application may be made available under the Freedom of Information Act 2014.

DISCRIMINATION

It is understood that your Organisation/Club does not deny access on the grounds of gender, civil status, family status, age, disability, race, sexual orientation, religious belief, or membership of the Travelling Community without just, reasonable and proper cause.

CHILD PROTECTION

It is understood that your Organisation/Club has proper child protection and welfare policies and procedures in place.

DATA PROTECTION

Cork City Council is committed to fulfilling its obligations imposed by the Data Protection Acts 1988 to 2018 and the GDPR. Our privacy statement and data protections policy is available at <https://www.corkcity.ie/en/council-services/public-info/gdpr>.

We request that you read these as they contain important information about how we process personal data.



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APPLICANT STATEMENT

I have completed and read all relevant sections of this application form and confirm that all information provided is truthful and accurate.

Name (printed) _____

Signature _____

Position _____

Date _____



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CONTACT

Completed application forms with relevant accompanying material to be returned to:

Administrative Officer, Sports & Sustainability Section, Community Culture & Placemaking,
Cork City Council, City Hall, Cork, T12 T997,

or

Emailed to sports@corkcity.ie

before **5.00pm** on **Friday 21st May 2021**.

Applications can also be made through the Submit online portal at:

<https://corkcity.submit.com/show/112>.

For any queries, please phone 021-2389853 or email: sports@corkcity.ie