**South Dublin County Council Discretionary Fund 2021**

**Fund Purpose:**

The purpose of this new Discretionary Fund is to promote the interests of the local community directly or indirectly. In other words, the measure, activity, or thing will be deemed to promote:

1. social inclusion or the social, environmental, recreational, cultural or community development, or
2. the general development including enterprise and economic development,

of the administrative area (or any part of it) of South Dublin County Council or of the local community (or any group consisting of members of it).

**Governing Principals of the Fund:**

* Expenditure will not lead to additional running costs or the expectation that the Local Authority will meet future operational costs thereafter, i.e., the funding is once off expenditure.
* Expenditure is incurred and claimed within the current budget cycle of the Council.
* The fund will not relate to work that is already planned for by the Council within an existing programme of work or repair and/or maintenance programmes.
* The fund will not relate to expenditure in any area that is the responsibility of another government department or public body.
* The fund will not relate to any initiative that would be considered eligible for funding through existing grant schemes, such as the Council’s Community Grants Scheme.
* Expenditure is not on land or development of land that is in private ownership.
* All grant expenditure must also be in line with the General Criteria that applies under the Community Grant Scheme (see following page)
* Expenditure is incurred only in accordance with the local authority’s procurement guidelines.
* All suppliers will meet the necessary tax and insurance requirements.

Applications from the public will be shortlisted based on the above criteria by the executive and forwarded to the relevant adjudicator for recommendations to the Council. The three categories of the discretionary fund are set out below.

**Fund Structure and Approval Processes:**

Mayor’s Fund: €10,000 in 2021 – Adjudication by Mayor based on areas for focus set out in the Mayor’s inaugural speech at the Annual Meeting on commencement of Mayoralty.

Deputy Mayor’s Fund: €10,000 in 2021 – Adjudication by Deputy Mayor and approval at full Council

Area Committee Fund: €10,000 per area in 2021 – Adjudication by the Area Committee and approval at full Council

Given time considerations it is proposed that the Mayor and Deputy Mayor’s fund will be prioritised for roll-out before June on an exceptional basis and that the four Area Committee Funds will be launched and administered through the Community Grant Scheme once the necessary amendments are made to the Scheme and online system.

**General Overall Criteria for Allocation of Community Grants**

[**https://www.sdcc.ie/en/services/community/funding-and-support/community-grants/**](https://www.sdcc.ie/en/services/community/funding-and-support/community-grants/)

* Application for a grant must be made on the official online application form.
* Groups/organisations must be located within the County of South Dublin.
* Groups/ organisations availing of a grant must be formally established and must produce Constitution.
* Bank accounts must be in the name of the group. The Voluntary Non-Profit Making Organisations Registration Form must be completed by the group and returned to the Revenue Commissioners. On receipt of a Tax Reference Number, a copy of same must be submitted to the Community Services Department.
* A copy of the group’s Audited Accounts or Bank Statements for the previous 12 months must be submitted. The submission must meet data protection legislation, the Council will not retain this information.
* Full details of purpose of grant must be provided.
* If the proposed project impacts on the work of any Department of South Dublin County Council, the works must be agreed in advance with the relevant Department and evidence of this agreement provided.
* Application must be submitted prior to expenditure being incurred.
* In general, grants are not available to groups/organisations that receive core funding from other state agencies.
* Evidence of adequate insurance must be produced and South Dublin County Council must be indemnified where appropriate.
* Documentation, including receipts, must be produced as evidence of goods purchased or of works carried out. If groups/organisations have difficulties in this regard, South Dublin County Council will be prepared to discuss the matter with them to resolve the difficulty.
* South Dublin County Council’s grant contribution must be publicly acknowledged in all associated promotional material pertaining to the project and evidence of this must be supplied.
* In general, except in special circumstances, a group/organisation shall not receive a grant for the same purpose more than once in any twelve-month period.
* Community Grants are not available to individuals/organisations that are engaged in profit making activities.
* Since South Dublin County Council’s Grant Scheme contributes only a percentage of the overall cost of the project, groups must produce evidence that sufficient funds are on hand to finance the balance.
* All Groups must be registered with the PPN (Public Participation Network).
* All Groups must read SDCC Privacy Statement for Council Community Grants.