



An Roinn Leanaí  
agus Gnóthaí Óige  
Department of Children  
and Youth Affairs

  
ciste na  
gcuntas díomhaoin  
the dormant  
accounts fund

**TÚSLA**  
An Ghníomhaireacht um  
Leanaí agus an Teaghlach  
Child and Family Agency

## APPLICATION FORM

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# QCBI Innovation Fund: Enhancing Children's and Young People's Outcomes

Please complete this form in block letters:

**CYPSC Area:**

(the Children and Young People Services Committee (CYPSC)  
area your organisation is located in)

**Name of project:**

**Overall aim of the project:**

**Amount of funding sought:** €

**Name of Lead Organisation:**



## 1. Organisation's Details

### 1.1. Please state

**Name of Organisation**

**(lead organisation in the case of application by consortia):**

**Legal Name of Organisation:**

**Membership of Consortia (if applicable)**

**Address of Lead Organisation: (Please note all communications in relation to the Organisation/Project will go to the details supplied here)**

**Please state any previous funding received from the Department of Children and Youth Affairs (DCYA):**

**Please state whether this project has attracted any other funding. Attach letter of recommendation or commitment to funding if relevant.**



**In relation to the proposal relevant to this application, please state below if you have been approved for funding from any other source for this initiative. (max. 100 words)**

**Tax Clearance details: (Please attach a copy of your current Tax Clearance Certificate with this application).**

Tax Registration Number:

Tax Clearance Certificate Number:

Tax District:

CHY Number (if appropriate):

**Bank details:**

Account name:

Name of Bank:

Address of Bank:

IBAN number

BIC Code:

## **2. Financial details:**

### **2.1 Please state**

What is the total cost of the proposed project?

€

What is the Grant amount for which you are applying?

€

If the total cost is more than the amount of the grant for which you are applying, is the balance of funding secured? If not, please outline where do you intend to acquire the balance of the funding and what steps have you taken to secure this?



### 3. Project Proposal

Please indicate by ticking the checkbox which transformational goal you are focussing on:

#### TRANSFORMATIONAL GOALS

SUPPORT PARENTS

EARLIER INTERVENTION & PREVENTION

LISTEN TO AND INVOLVE CHILDREN & YOUNG PEOPLE

ENSURE QUALITY SERVICES

STRENGTHEN TRANSITIONS

CROSS-GOVERNMENT AND INTERAGENCY COLLABORATION & COORDINATION

STRENGTHENS THE SUPPORT SYSTEM AROUND THE CHILD AND YOUNG PERSON

#### BETTER OUTCOMES

ACTIVE & HEALTHY

ACHIEVING IN ALL AREAS OF LEARNING & DEVELOPMENT

SAFE & PROTECTED FROM HARM

ECONOMIC SECURITY & OPPORTUNITY

CONNECTED, RESPECTED & CONTRIBUTING

#### CROSS-CUTTING

#### BRIGHTER FUTURES

3.1. Please indicate which of the five national outcomes under Better Outcomes, Brighter Futures, the national policy framework for children and young people 2014-2020 you are focussing on.

Active and healthy

Achieving in all areas of learning and development

Safe and protected from harm

Economic security and opportunity

Connected, respected and contributing



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### 3.2. Proposed Innovation - SEED STRAND APPLICANTS ONLY:

Clearly demonstrate the social issue your innovation intends to address, using data and evidence to demonstrate the un-met need. (Max 500 words)

Please provide a rationale for funding this innovation. Provide details of scoping, feasibility and planning taken place to date:

**Rationale:**  
(max. 300 words)



**3.3. Proposed Innovation - SCALE STRAND APPLICANTS ONLY:**

Clearly demonstrate how the proposed initiative has shown promising quality and impact in improving outcomes for children, young people and their families (max 500 words)

Indicate how the initiative was identified and if/how young people were involved/consulted.



Please provide a rationale for the scaling of this innovation, providing details on planning, implementation, evaluation and refinement to date. (max. 500 words)

**3.4. All applicants must answer the following questions:**

Indicate how your proposed initiative links to relevant national policy and initiatives (300 words max)

Please indicate any engagement with and/or support from your respective Children and Young People's Services Committees. (max 300 words)



Indicate how you will monitor and measure impact of your innovation (max 300 words)

Please give an outline of the proposed project:

The current situation that needs changing  
(‘the problem statement’) (max. 50 words)

Goal

Objectives

Milestones/targets

Activities

Short term outcomes

Assumptions

External influences (+ & -)

### 3.5. Workforce Development

Identify how funding will enhance skills and capacity across a community, sector, workforce, area or region to apply evidence based/ informed approaches. (max. 300 words)





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Demonstrate capacity to mentor implementation of the proposed innovative initiative in the target community, area, region, sector or setting, such as providing resources and expertise. (max 300 words)

Explain how interagency, cross-sectoral and interdisciplinary working will be utilised. (max. 300 words)

Indicate how identified best practice will be transferred and utilised. (max. 500 words)



### 3.6. Project Implementation

Please provide a workplan for the funding period, indicating key deliverables associated with the project up to December 2018.

Key Deliverables	May	June	July	August	September	October	November	December

Please provide details of your proposed innovations' sustainability plan and exit strategy post funding period (max. 300 words)



Please provide an outline of your organisation’s approach to risk management for the proposed innovation. (max. 300 words)

#### 4. Project Budget

Dormant Account Fund 2018		
Innovation Scheme (DCYA) – Budget costs 2018		
Direct costs:		Please give rationale for costs
Staffing costs:	€	
Salaries including Employers PRSI	€	
Staff recruitment costs		
Staff travel and subsistence costs		
Staff direct telephone costs		
	Total:	
<b>Programme costs:</b>		
Venue hire		
Course/training materials		
Tutor/facilitator costs		
Adverting and publicity costs		
Design and printing costs		
Website costs - specific to the project		
Equipment - small items specific to the project		
Other: Please specify		
Item 1:		
Item 2:		
Item 3:		
	Total:	
*Indirect overhead costs at a flat rate of 5%:		
Item 1:		
Item 2:		
	Total:	
Total cost of project:		

\*indirect costs refer to rent, light heat etc. – these can be no more than 10% of the application.



## 5. DECLARATION OF ACCEPTANCE

On behalf of \_\_\_\_\_(insert name of the service/organisation), we apply for a once-off grant for the purpose stated above and declare that the information given in this application is true and complete to the best of our knowledge and belief. We consent to DCYA making enquiries to a third party if necessary regarding details of the funding application.

We understand that information supplied in or accompanying this application may be made available on request under the Freedom of Information Acts 1997 and 2003. We also understand that making application is no guarantee of funding.

We also accept, as a condition for the award of a grant, that it involves no commitment to any other grants from the Department of Children and Youth Affairs or from any Government Department. The project sponsors are agreeable to have the project monitored by the DCYA and to allow access to its premises and records, as necessary, for that purpose.

If funding is approved, we agree and confirm that we will manage the grant in accordance with the conditions. We agree to seek value for money and to abide by the Public Procurement guidelines. The funds will be applied for the purposes set out in our application and we undertake that funding from any other source will not be used for the same purpose. In the event that we are unable to spend the grant for the purposes set out in our application, we agree to return the grant. We understand that the Department of Children and Youth Affairs may seek the refund of the grant if we fail to comply with these conditions.

We acknowledge that any funds awarded are subject to such funds being available to the Department of Children and Youth Affairs and that they must be used by 31<sup>st</sup> December 2018 and for the purpose stated and not to replace existing funding and we will acknowledge the support we have received from the Department of Children and Youth Affairs and Dormant Accounts in all publicity in relation to our project.

We hereby apply for grant funding and accept the above Terms and Conditions:

Signed: \_\_\_\_\_ (CEO, Director or Chairperson)

Position: \_\_\_\_\_

Date: \_\_\_\_\_