

Irish FA/DCMS Grassroots Facilities Investment Fund 23-25 Application Questions (This is NOT your application form)

Certain Questions will only appear for certain types of applicants or project types. Therefore, some questions may not appear with the same question number as listed in this document.

Questions with an asterisk (*) are mandatory and must be answered to progress to the next page.

If you exceed the word count on a question the message 'Enter message in the specified format' will appear. To proceed, you must meet the specified word count.

Section 1 - Applicant Details

Application Guidance

- a. Your Application Form needs to be completed and submitted, by no later than **12.00pm on Thursday 4th May 2023**. An individual application form must be submitted for each project proposal. You may only submit one application, for one project proposal, at any one location. However, organisations that hold responsibility for multiple sites, may submit applications for different sites. A project proposal may consist of more than one component e.g., pitch and changing rooms and this should be submitted as one application.
- b. We strongly advise that you read the Information and Guidance Notes before completing the form. Please also check that you can successfully complete all the information requested.
- c. You will need to provide full project details and answer all the questions detailed on the application form and complete and upload the accompanying templates. The answers provided on the application form will be assessed and scored against the criteria detailed in the Information and Guidance Notes document.
- d. You should complete every numbered section of the application form with information that is relevant and appropriate for your proposal. The Irish FA does however, reserve the right to reject any incomplete or incorrectly completed forms that prevent a full assessment. Failure to upload requested documentation could result in the application being deemed incomplete.
- e. Once your application form has been submitted it will be reviewed by a third-party assessor. Please note that a copy of the application form cannot be saved once it has been submitted, and we would recommend keeping a separate record of all responses.
- f. To help us process your application smoothly and efficiently, please ensure that you reference the relevant question in the document title before uploading supporting documents to your personal application folder. For example, if you are providing a usage plan to evidence question xx, please label the document as 'xx. Usage Plan'. This will help us quickly locate and review the relevant documents in relation to each question, and ensure that your application is processed accurately and efficiently.
- g. We hope you find the Application Form easy to complete, and whilst we cannot help you with completing your application, if you have any questions in relation to the eligibility criteria or the process, please email dcms.funding@irishfa.com. Your request will then be forwarded to someone who can help you with your query. An FAQ log will be available on the Irish FA's website providing answers to queries received by potential applicants.



1.To be eligible to apply for the Irish FA/DCMS Grassroots Facilities Investment Fund 2023-25 you must be one of the following categories of organisations.

Please select the category to which your organisation belongs:

- A football club based in Northern Ireland that is affiliated to the Irish FA and participates in Northern Ireland leagues, including NIFL clubs and their associated entities
- Local Authority based in Northern Ireland
- Association Football-Focused Sports Community Organisations
- Association Football-Focused Organisation which is registered with the Charities Commission for Northern Ireland
- Schools/ Colleges/ Universities

2. Applicants who are either an Association Football-focused Sports Community Organisation or an Association Football-focused Charitable Organisation, must upload a copy of their organisation's governing document e.g. constitution

Logic applied. This question will only appear for Association Football-focused Sports Community Organisation or an Association Football-focused Charitable Organisation

- Agree

3.Do you have a Memorandum of Understanding with an Irish FA affiliated club?

Logic applied. This question will appear for all applicant types apart from Football Clubs based in NI that are affiliated to the IFA.

- Yes
- No

4.What is the full legal name of your organisation

Contact Details

Contact details for the person to whom all communication regarding this application will be directed.

5.Contact Name

6.Official Position

7.Contact Address Line 1

8.Contact Address Line 2

9.Contact Address Line 3

10.Contact Postcode

11.Contact Email Address

12.Contact Telephone Number



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UK Government

Logic applied- Questions 13-18 will only appear for Football Clubs.

Club Structure

For Irish FA affiliated club applicants only – please detail your Club structures by completing the following details in full **(You can obtain most of this information quickly from COMET)**

13.Number of Active Teams - Male

14.Number of Active Teams - Female

15.Number of Junior Players - Male

16.Number of Junior Players - Female

17.Number of Senior Players - Male

18.Number of Senior Players - Female

About Your Organisation

19.Organisational Structure

Provide a brief overview of your organisation (respond in no more than 300 words)

20.Short Term Objectives (0-3 Years)

Provide a brief overview of your organisations short-term objectives (respond in no more than 300 words)

21.Longer Term Vision (3+ Years)

Provide a brief overview of your organisations long-term vision (respond in no more than 300 words)

22.How do your objectives relate to the proposed pitch development project (respond in no more than 300 words)

This pitch development project will help the Organisation achieve its goals by/because/as ...

Organisation Project Management Experience

Provide an overview of your organisation's experience in delivering and managing capital facility-related projects including type and number of capital projects delivered in the last 5 years, total value of each project, personnel involved including their experience/qualifications.

23.Type, number and value of capital projects delivered including completion dates

If your organisation has no experience of delivering capital projects enter 'n/a' below. (respond in no more than 300 words)

24.Has your organisation demonstrated the ability to deliver past capital projects in the last 5 years?

If not, please enter 'n/a' below to indicate that your organisation has no recent experience in delivering capital projects. (respond in no more than 300 words)

25.Who are the key personnel responsible for delivering capital projects in your organisation, and what are their qualifications and experience?

If your organisation has no experience of delivering capital projects enter 'n/a' below. (respond in no more than 300 words)

Section 2 - Project Details

26. Project Title (to be used in official correspondence)

27. Type of Pitch

Please select from the drop-down box below the type of pitch project to be delivered:

- The installation of a new, accessible natural grass pitch
- The replacement/ enhancement of an existing natural grass pitch
- The installation of a new, accessible natural grass pitch
- The replacement/ enhancement of an existing, accessible artificial grass pitch
- The installation of a new, accessible small-sided Multi-Use Games Area (MUGA) 3G surface with infill

28. How old is the current surface of the proposed project pitch?

29. Overall size for the proposed pitch

Length x width (m) including run off areas (m)

30. Playing area size for the proposed pitch

Length x width (m) excluding run off areas

31. For AGP and MUGA pitch proposals, confirm the 3G carpet type and standard.

If 'other' option is selected, evidence must be provided to confirm the pitches quality, suitability and safety standards to host football/ non-football sports. This information will be used as part of the assessment of the project.

- FIFA Quality certified 3G pitch with shockpad
- FIFA Quality certified 3G pitch without shockpad
- EN 15330-1:2013 certified 3G carpet with shockpad
- EN 15330-1:2013 certified 3G carpet without shockpad
- EN 15330-1:2013 certified 3G carpet MUGA
- FIFA Quality Pro certified 3G pitch with shockpad
- FIFA Quality Pro certified 3G pitch without shockpad

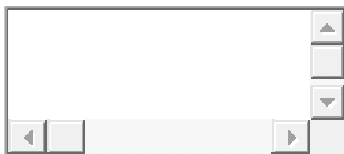


32. In addition to the pitch proposal, are you applying for any of the following eligible associated pitch infrastructure?

- New LED floodlighting system
- LED floodlighting upgrade to existing system
- Changing room pavilion which may include associated spaces/ hubs to support the use of pitches
- Pitch/ spectator fencing and access gates
- Ground perimeter fencing and entrance/ exit gates
- Access/ egress around and leading up to the pitch
- Car park to service pitches
- Dugouts (fixed)
- Dugouts (mobile but remain on site)
- Goals (fixed)
- Goals (mobile but remain on site)
- Bespoke pitch maintenance equipment for natural grass pitch
- Bespoke pitch maintenance equipment for AGP

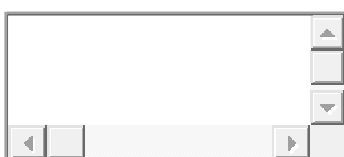
33. Existing facilities

What elements make up the existing pitch facility (e.g. floodlighting fencing, supporting accommodation). Please remember to upload photographs of the target pitch project site - Respond in no more than 200 words



34. Proposed project description

Respond in no more than 300 words



35. Project Location

By Local Authority Area

- Antrim and Newtownabbey Borough Council
- Ards and North Down Borough Council
- Armagh City, Banbridge and Craigavon Borough Council
- Belfast City Council
- Causeway Coast and Glens Borough Council
- Derry City and Strabane District Council
- Fermanagh and Omagh District Council
- Lisburn and Castlereagh City Council
- Mid and East Antrim Borough Council
- Mid Ulster District Council
- Newry Mourne and Down District Council

36. Does your proposed project deliver a sustained and regular benefit to at least one other sport in addition to football?

- Yes
- No

37. If your answer is 'yes,' we encourage you to list which sport(s) your project will be supporting in addition to football.

Further in the application, you will have the opportunity to outline how your project will deliver sustained and regular benefits to these sports.



Section 3 - Security of Tenure and Planning Approval

Applicants must provide evidence that they either own (Title Deeds) or operate a facility and at the time of application has a minimum of 10 years validity on the lease. At the time of application either full planning permission has been granted or, as a minimum, outline planning permission is in place. Planning consent must be granted by the time the assessment panel convenes to make their decisions in respect to the allocation of all Programme funding for 2023-25, otherwise the application will be deemed ineligible.

38.Does the applicant have title to the land/ buildings for a minimum of 10 years from the date of application?

- Yes
- No

39.Are you aware of any restrictions or covenants on the land?

- Yes
- No

40.Please confirm what the restrictions or covenants on the land are.

No more than 200 words

Logic applied- Q only asked to applicants who select 'Yes' to Q39

41.Is planning permission required to deliver the project?

Applicants must confirm with their local authority whether the proposed works require approval in terms of planning control, building control or other statutory obligations.

- Yes
- No

42.If yes, has full planning consent been secured from the local planning authority

Logic applied- Q only asked to applicants who select 'Yes' to Q 41

Yes

No

Section 4 - Project Delivery and Sustainability

43.Confirm an achievable project start date

i.e., when capital works will be able to commence

Please note the date format is US (M/d/yyyy)

44.Confirm an achievable project completion date

i.e., when the capital works will be completed in full and all funding can be drawn down

Please note the date format is US (M/d/yyyy)

45.Confirm how the project will be delivered within the required timeframe. If applicable, please include details of phased approach, draw down of funding.

I.e. a project can take place over both financial years as long as the applicant can demonstrate how spend will be delivered in each financial year (1 April-31 March) - Respond in no more than 200 words.

46.Confirm if any technical/ feasibility surveys have been carried out to determine ground condition suitability. Detail the findings of any surveys.

Respond in no more than 200 words. If not applicable, enter 'n/a'

47. When developing your pitch proposal have you considered safeguarding the environment through minimising environmental impacts and adopting practices that promote sustainability?

Respond in no more than 200 words. If not applicable, enter 'n/a'

48. Have you appointed a pitch consultant? If yes, provide the details below of the accredited pitch consultant who has been appointed to assist with the design, specification, management and delivery of the pitch project.

Respond in no more than 200 words. If not applicable, enter 'n/a'. Enter contact name, official position, contact address inc. postcode, contact email address, contact telephone number, qualifications, experience

Section 5 - Business Case for the Proposed Project

This section must be completed as accurately as possible and is critical to the assessment and scoring of the pitch project

49.Explain why this project is needed?

Your response could include references to Local or National Government Investment priorities, Irish FA strategic priorities, local sports strategies/ plans, pitch strategies, pitch technical reviews or feasibility studies. Respond in no more than 300 words.

50.Explain how the project will support significant football activities, increase participation in sport and physical activity, and improve mental and physical health of participants, especially at grassroots and community levels, in Northern Ireland.

This could involve increasing numbers of football players and teams, engaging with the Irish FA across key developmental areas. Respond in no more than 300 words. Include SMART objectives

51.Explain how the project establishes pathways for young people to join/ progress into local football club activities

Respond in no more than 300 words. Include SMART objectives

52.If applicable, please demonstrate how your project will provide sustained and regular benefit/ usage to at least one other sport in addition to football.

Supporting documents (e.g. Letters of support and usage plan) to evidence this position should be uploaded to the attachments/document upload section. If not applicable, enter 'n/a' Respond in no more than 300 words. Include SMART objectives

53.Explain how the project delivers improved access to sport facilities for underrepresented groups, such as women and girls, ethnic minorities and players with a disability, to increase participation in these target groups.

Respond in no more than 300 words. Include SMART objectives

Section 6 - Project Costs and Finance

Please provide a detailed budget for the project using the Cost template in the Guidance notes Annex 2. It is recommended that you obtain up-to-date costings prior to the submission of an application. Obtaining costings may also assist in ascertaining the availability of contractors or supply of goods within the defined programme timeframe.

54.What is the total cost of the works?

(£)

55.How much are you requesting from this Fund?

(£)

56.Do these costs include VAT?

- Yes
- No

57.Are you VAT registered?

- Yes
- No

58. List your sources of match funding

Please specify whether match funding is confirmed or unconfirmed. For unconfirmed match funding (e.g. an application with another funding programme), please specify when a decision is expected on the confirmation of the match funding. Respond in no more than 200 words. If not applicable, enter 'n/a'

59. Will your project be able to proceed without the award of Irish FA/ DCMS funding?

- Yes
- No

60. Local Authority led projects must provide a minute of the relevant Council Committee confirming the approval of the pitch project

Logic applied- This Q will only appear for applicants who are Local Authorities.

- Agree

60 .Confirmation

We confirm that we are duly authorised to sign this declaration on behalf of the Applicant Organisation. We certify that the information given in this application is true and confirm that the enclosures are current, accurate and adopted or approved by the Applicant Organisation. We confirm that all required supporting documentation has been uploaded via the dedicated link (provided when email address was registered) alongside the submission of the application. We understand that any offer of grant will be subject to, without limitation, the Irish FA's Terms and Conditions for Grant, a copy of which we confirm having read and accepted. We confirm that the Applicant Organisation has the power to accept any offer of grant if the application is successful and to repay it if the grant conditions are not met. We understand that, if we make any misleading statements (whether deliberate or accidental) at any stage during the application process, or if we knowingly withhold any information, this could make the Project application invalid and we will be liable to repay any grant already paid. We understand that the Irish FA may commission an evaluation of the Project and we confirm that we will co-operate with any evaluation related activities which are required of us by the Irish FA. We note that all data will be processed and collected in line with the Irish Football Association Privacy Notice: <https://www.irishfa.com/privacy>

- Agree