



Foras na Gaeilge

## **Scéim na gCampaí Samhraidh 2018**

**Critéir na Scéime agus Treoirínte le haghaidh an fhoirm iarratais a chomhlánú**

## **Summer Camp Scheme 2018**

**Scheme Criteria and Guidelines for completing the application form**

**Spríodháta le haghaidh iarratas: 12.00pm, Dé hAoine an 23 Márta 2018**

**Deadline for applications: 12.00pm, Friday 23 Márta 2018**

Treoirínte d'Iarratasóirí

## Scéim na gCampaí Samhraidh 2018

Cuireann na treoirínte seo eolas ar fáil faoi Scéim na gCampaí Samhraidh.

Cuideoidh siad leat:

- cinneadh a dhéanamh an bhfuil d'eagraíocht cáilithe le cur isteach ar mhaoiniú faoin scéim seo,
- campa a fhorbairt a luíonn leis na treoirínte agus a chomhlíonann critéir na scéime seo,
- iarratas a ullmhú ina bhfuil an t-eolas go léir atá de dhíth.

Léigh go cúramach iad, le do thoil, sula dtabharfaidh tú faoin iarratas a chomhlánú. Tá roinnt leasuithe déanta sa scéim i mbliana.

### 1. Mar gheall ar Fhoras na Gaeilge

Is comhlacht forfheidhmithe Thuaidh/Theas é Foras na Gaeilge agus baineann a ról le húsáid na Gaeilge a éascú agus a spreagadh sa saol poiblí agus sa saol príobháideach i bPoblacht na hÉireann, agus i dTuaisceart Éireann mar a mbíonn éileamh cuí ann.

Reáchtálann Foras na Gaeilge scéimeanna éagsúla deontais. Bíonn spriocanna, cuspóirí agus critéir éagsúla ag na scéimeanna seo. Tá tosaíochtaí maoinithe chomh maith le spriocanna socraithe ag Bord Foras na Gaeilge. Is féidir tuilleadh faoi seo a léamh in Aguisín 1.

Guidelines for Applicants

## Summer Camp Scheme 2018

These guidelines provide information on the Summer Camp Scheme.

They will help you to:

- decide whether your organisation is eligible to apply for funding under this scheme,
- develop a camp which adheres to the guidelines and fulfils the criteria of this scheme,
- prepare an application which contains all the information needed.

Please read them carefully before completing the application form. There are some changes to the scheme this year.

### 1. About Foras na Gaeilge

Foras na Gaeilge is a North/South implementation body and its role is facilitating and encouraging the use of Irish in public and private life in the Republic of Ireland, and in Northern Ireland where there is appropriate demand.

Foras na Gaeilge runs various grant schemes. These schemes have different targets, objectives and criteria. The Board of Foras na Gaeilge has set funding priorities as well as goals and targets. You can read more information on this in Appendix 1

## 2. Mar gheall ar an Scéim seo

Tá maoiniú á chur ar fáil ag Foras na Gaeilge do champaí samhraidh oiriúnacha trí Ghaeilge don aos óg (3 bliana – 18 mbliana d’aois):

- a bhfuil sé mar aidhm acu an Ghaeilge a threisiú trí mheascán d’imeachtaí;
- nach campaí cónaithe iad;
- a mhairfidh 5 lá;
- a bheidh á reáchtáil idir an 25 Meitheamh agus an 31 Lúnasa 2018;
- a mhairfidh ar a laghad 4.5 uair an chloig gach lá.

Is scéim neamhbhrabúsach í seo chun táillí an champa a choinneáil íseal do na daoine óga.

Is le hairgead poiblí a bhronntar deontais, agus tá dualgais reachtúla ar Fhoras na Gaeilge chun luach ar airgead gach tionscadail mhaoinithe a dheimhniú.

Molann Foras na Gaeilge d’iarratasóirí cómhaoiniú a lorg le haghaidh tionscadal, nuair is cuí, agus comhoibriú le heagraíochtaí eile leis an luach is fearr a fháil ó dheontas Fhoras na Gaeilge.

Cuirimid fáilte faoi leith roimh iarratais ó eagraíochtaí atá suite i gceantair aitheanta i straitéisí agus/nó i reachtaíocht rialtais.

## 3. An féidir linne cur isteach air?

Le bheith incháilithe cur isteach ar an scéim seo ní mór d’eagraíocht a bheith in ann na critéir cháilitheacha seo a leanas a chomhlíonadh;

1. Ní ceanneagraíocht de chuid Fhoras na Gaeilge an eagraíocht.
2. Níl an campa á mhaoiniú cheana ag eagrais eile stáit ach amháin sa chás go bhfuil comhthuiscint maoinithe aontaithe roimh ré.
3. Beidh an campa ag feidhmiú lasmuigh den Ghaeltacht oifigiúil.
4. Tá an t-iarratasóir sásta comhoibriú le Foras na Gaeilge maidir le monatóireacht agus le riaradh an champa.
5. Is í an Ghaeilge teanga an champa.

## 2. About this Scheme

Foras na Gaeilge is providing funding for appropriate Summer Camps through Irish for young people (3 to 18 years of age):

- which aim to strengthen the Irish language through a mix of activities;
- that are not residential camps;
- which will last 5 days;
- which will run between 25 June and 31 August 2018;
- which will last at least 4.5 hours each day.

This is a nonprofit scheme to keep the camp fees low for the young people.

Grants are provided out of public funding, and Foras na Gaeilge has statutory duties to ensure value for money for all funded projects.

Foras na Gaeilge recommends applicants to seek joint funding for projects, when appropriate, and to cooperate with other organisations in order to achieve the best value from the Foras na Gaeilge grant.

We particularly welcome applications from organisations located in areas recognised in government strategies or legislation.

## 3. Can we apply?

To be eligible to apply for this scheme an organisation must be able to fulfil the following qualifying criteria;

1. Are you one of Foras na Gaeilge’s lead organisations?
2. The camp is not already funded by another state body except in the case a previously agreed funding joint understanding.
3. The camp will be operating outside of the official Gaeltacht.
4. The applicant is happy to cooperate with Foras na Gaeilge as regards monitoring and administration of the camp.
5. The language of the camp is Irish.
6. It is a 5 day non-residential camp, which will run between 25

6. Campa 5 lá atá ann, nach campa cónaithe é, a bheidh á reáchtáil idir an 25 Meitheamh agus an an 31 Lúnasa 2018, ar a laghad 4.5 uair an chloig gach lá.
7. Táille níos lú ná €65 (Euro) nó £45 (Punt Steirling) a ghearrfar ar na daoine óga.
8. As maoiniú Fhoras na Gaeilge íocfar méid nach mó ná €28 (euro) nó £20 (punt steirling) san uair le teagascóir nó €14 (euro) nó £10 (punt steirling) san uair le ceannairí.
9. Deimhníonn an eagraíocht, chun sástacht Fhoras na Gaeilge, go bhfuil ardchumas Gaeilge ag gach ball foirne agus teagascóir seachtrach a bheidh ag plé leis na daoine óga ag an gcampa.
10. Deimhníonn an eagraíocht, chun sástacht Fhoras na Gaeilge, go ndéanfar cinnte roimh ré (trí agallamh más gá) go bhfuil go leor Gaeilge ag gach duine óg chun páirt a ghlacadh sna himeachtaí.
11. Beidh gach duine óg a bheidh ag freastal ar an gcampa idir 3 bliana agus 18 mbliana d'aois ar an Luan an 25 Meitheamh 2018.
12. Ní bheidh níos lú ná 15 dhuine óga in aon ghrúpa amháin ag an gcampa.
13. Is féidir a dheimhniú, chun sástacht Fhoras na Gaeilge, gur féidir campa samhraidh fiúntach proifisiúnta a eagrú, go bhfuil dóthain áiseanna feiliúnacha (amuigh agus istigh) ar fáil don champa agus go reáchtálfar imeachtaí uile an champa ar ardchaighdeán.
14. Is féidir a léiriú, chun sástacht Fhoras na Gaeilge, go bhfuil cumas agus struchtúr ceart bainistíochta ag an eagraíocht leis an gcampa a reáchtáil.
15. Tá cuntas bainc ann, in ainm na heagraíochta, agus faoi stiúir coiste nó boird. Tabhair faoi deara gurb é seo an t-ainm a scríobhfar ar sheic má éiríonn le d'iarratas.
16. Is féidir a dheimhniú, chun sástacht Fhoras na Gaeilge, go bhfuil árachas dliteanais phoiblí ag an eagraíocht chun éilimh suas le €1,500,000/£1,000,000 a sheasamh i leith na n-ionad ina reáchtálfar na himeachtaí. Beidh alt sa pholasaí árachais sin ina ndearbhófar go ndéanfaidh an Campa, lucht a eagraithe, a ghníomhairí agus a sheirbhísigh, Foras na Gaeilge, a sheirbhísigh agus a ghníomhairí a shlánú agus a choimeád slán in aghaidh gach uile ghnímh, gach uile chostais, June and 31 August 2018, for at least 4.5 hours each day.
7. The young people will be charged a fee no greater than €65 (Euro) or £45 (Pounds Sterling).
8. From Foras na Gaeilge funding an amount no greater than €28 (Euro) or £20 (Pounds Sterling) per hour will be paid to tutors or €14 (Euro) or £10 (Pounds Sterling) will be paid to leaders.
9. The organisation confirms, to the satisfaction of Foras na Gaeilge, that all staff members and external tutors dealing with the young people in Irish at the camp have a high level of proficiency in Irish.
10. The organisation confirms, to the satisfaction of Foras na Gaeilge, that it will be ensured beforehand (by interview if necessary) that each young person has enough Irish to take part in the activities.
11. All the young people attending the camp will be between 3 and 18 years of age on 25 June 2018.
12. There will not be fewer than 15 young people in any one group in the camp.
13. It can be confirmed, to the satisfaction of Foras na Gaeilge, that a worthwhile, professional camp can be organised, that there are sufficient suitable facilities (outdoors and indoors) available to the camp and that all the activities of the camp will be run to a high standard.
14. It can be demonstrated, to the satisfaction of Foras na Gaeilge, that the organisation has a proper structure and management to run the camp.
15. There is a bank account in the name of the organisation and under the control of a committee or board. Please note that this is the name which will be written on any cheques issued from Foras na Gaeilge should your application be successful.
16. It can be confirmed, to the satisfaction of Foras na Gaeilge, that the organisation has public liability insurance to cover claims of up to €1,500,000/£1,000,000 for the centres in which the activities will be run. There will be a paragraph in the said insurance policy which will specify that the Camp, its organisers, its agents and officers will not hold Foras na Gaeilge, its agents or officers responsible for any action, cost, claim or damage that may arise from the use of these centres or from any incidents that may arise from the activities organised by the camp, its organisers, its agents and officers.

éilimh agus damáiste a éireoidh as aon úsáid a bhainfear as na hionaid sin nó as aon imeachtaí teagmhasacha a bhainfidh le himeachtaí a eagróidh an campa, lucht a eagraithe, a ghníomhairí agus a sheirbhísigh.

17. Is féidir a dheimhniú chun sástacht Foras na Gaeilge go bhfuil polasaí um chumhdach leanaí ag an eagraíocht agus i bhfeidhm agus go bhfuil grinnfhiosrú déanta ar gach ball foirne. Tá treoir agus leagan samplach ar fáil ach é a iarraidh ar Foras na Gaeilge.
18. Tá an eagraíocht sásta Foras na Gaeilge a bheith luaite in aon phoiblíocht a dhéanfar faoin gcampa, lógó Foras na Gaeilge a bheith le feiceáil ar aon fhoilseachán a bhaineann leis an gcampa agus comhartha a bheith in airde le linn an champa a thugann aitheantas d'Fhoras na Gaeilge as an maoiniú atá ceadaithe.
19. Tá an eagraíocht in ann gach rud ar sheicliosta na foirme iarratais a chur ar fáil.

**Féadfaidh Foras na Gaeilge cur leis na critéir cháilitheacha seo.**

**Má tá aon cheist agat faoi ghné ar bith de na critéir cháilitheacha, déan teagmháil le Foras na Gaeilge roimh an spriocdháta, 12.00pm, Dé hAoine, 23 Márta 2018.**

**Cad é nach bhfuil in-mhaoinithe?**

- ríomhairí/earraí leictreonacha
- bia & deoch
- éadaí (húdaithe etc.)
- costais riaracháin
- costais taistil nó cothabhála na foirne
- turais cónaithe
- gnáthchostais reatha eagraíochtúla (billí leictreachais/fóin etc.)
- duaiseanna (boinn/trofaithe)

17. It can be confirmed, to the satisfaction of Foras na Gaeilge, that the organisation has a safeguarding children policy which is in effect and that all staff members are vetted. Guidance and a sample version is available from Foras na Gaeilge on request.
18. The organisation is happy for Foras na Gaeilge to be mentioned in any publicity about the camp and that Foras na Gaeilge's logo be included on any publication concerning the camp and for a sign to be displayed during the camp giving recognition to Foras na Gaeilge for the funding provided.
19. The organisation can provide all items on the checklist on the application form.

**Foras na Gaeilge may add to these qualifying criteria.**

**If you have any question on any aspect of the qualifying criteria, contact Foras na Gaeilge before the deadline, 12.00pm, Friday, 23 March 2018.**

**What is not eligible for funding?**

- Computers / electrical goods
- food & drink
- clothing (hoodies etc.)
- administrative costs
- travel or subsistence of staff members
- overnight trips
- general organisational running costs (electricity / phone bills etc.)

- aon chostas eile atá míreasúnta dár le Foras na Gaeilge

#### 4. Cad é mar a mheasfar na hiarratais?

Úsáideann Foras na Gaeilge critéir measúnaithe le hiarratais a mheasúnú. Tá critéir measúnaithe Scéim na gCampaí Samhraidh leagtha amach thíos. Measfaimid agus scórálfaimid iarratais de réir na gcritéar seo.

1. An gá atá le maoiniú don champa agus an luach airgid atá le fáil ag Foras na Gaeilge.
2. An réimse deiseanna chun úsáid na Gaeilge a mhéadú trí chlár imeachtaí éagsúla.
3. Caighdeán na n-acmhainní agus na n-áiseanna a bheidh ar fáil don champa.
4. Cumas bainistíochta na heagraíochta an campa a eagrú, bunaithe ar fhianaise ar scileanna agus taithí.
5. Luach ar airgead i dtaca le táillí an champa agus caiteachas iomlán i gcomparáid leis na seirbhísí a chuirfear ar fáil.
6. Fianaise go bhfuil cómhaoiniú iarrtha nó comhoibriú ar siúl le heagraíochtaí eile ag an iarratasóir leis an luach is fearr a fháil ó dheontas Fhoras na Gaeilge.

#### 5. Cad é mar a chuirfimid isteach air?

Sula dtabharfaidh tú faoin bhfoirm iarratais a chomhlánú léigh treoirlínte na scéime ina n-íomláine agus déan cinnte go gcomhlíonann d'eagraíocht critéir cháilitheacha na scéime faoi mhír 3 thuas.

Is ar fhoirm iarratais na scéime **amháin** a ghlacfar le hiarratais. Féach Aguisín 2 le haghaidh treoir ar gach ceist.

Agus tú ag comhlánú an iarratais ní mór:

- an fhoirm a chomhlánú ina hiomláine go LEICTREONACH;

- prizes (medals / trophies)
- any other costs that Foras na Gaeilge deems unreasonable

#### 4. How will the applications be assessed?

Foras na Gaeilge uses assessment criteria to assess applications. The assessment criteria of the Summer Camp Scheme is set out below. We will assess and score applications based on these criteria.

1. The need for funding for the camp and the value for money for Foras na Gaeilge.
2. The range of opportunities for increasing the use of Irish through a range of various activities.
3. The standard of the resources and facilities which will be available to the camp.
4. The management capability of the organisation to organise the camp, based on evidence of skills and experience.
5. Value for money as regards camp fees and overall spending in comparison with the services which will be provided.
6. Evidence that joint funding has been sought or cooperation is taking place with other organisations in order to achieve the best value from the Foras na Gaeilge grant.

#### 5. How will we apply?

Before you start to complete the application form read the scheme guidelines fully and ensure that your organisation fulfils the qualifying criteria of the scheme under section 3 above.

Applications will be accepted on the scheme application form **only**. See Appendix 2 for guidance on each question.

As you complete the application you must:

- complete the whole form in ELECTRONICALLY;

- gach ceist a fhreagairt. Más gá scríobh ‘N/Bh’ (‘Ní bhaineann le hábhar’);
- an seicliosta a chomhlánú agus gach rud ón seicliosta a chur faoi iamh leis an iarratas;
- ainm agus seoladh na heagraíochta a chur ar gach leathanach breise nach cuid den fhoirm iarratais é.

Ní mór an fhoirm seo a chomhlánú go LEICTREONACH agus cóip chrua shínithe amháin mar aon leis an cháipéisíocht ar fad ón seicliosta, a chur chuig ceann amháin den dá sheoladh seo a leanas:

Scéim na gCampaí Samhraidh An Rannóg Oideachais Foras na Gaeilge 63-66 Sráid Amiens Baile Átha Cliath 1 D01 H275	Scéim na gCampaí Samhraidh An Rannóg Oideachais Foras na Gaeilge Teach an Gheata Thiar 2 – 4 Sráid na Banríona Béal Feirste BT1 6ED
---	--

Is é **12.00pm Dé hAoine, an 23ú Márta 2018** an spriocdháta le haghaidh iarratais a bheith faighte ag Foras na Gaeilge.

Faoin eagraíocht féin atá sé a dhéanamh cinnte go bhfuil an t-iarratas ag Foras na Gaeilge in am. **Ní ghlacfar le haon iarratas i ndiaidh an spriocdháta. Ní ghlacfar le haon iarratas ar fhacs ná ar ríomhphost.**

Tabhair faoi deara, seachas admháil a chur ní bheidh Foras na Gaeilge ag dul i mbun aon chomhfhreagrais le heagraíochtaí i ndiaidh an spriocdháta go dtí go mbeidh an measúnú déanta. Ní hionann an admháil seo agus aitheantas ar d’iarratas a bheith iomlán, bailí ná in am don spriocdháta.

Mar sin de, cuirimid i gcuimhne do ghrúpaí gach ceist ar an bhfoirm seo a fhreagairt agus gach ní ar an seicliosta a sholáthar roimh an spriocdháta.

**Má tá aon cheist agat faoi ghné ar bith den fhoirm iarratais ná den seicliosta, déan teagmháil le Foras na Gaeilge roimh an**

- answer each question. If necessary write ‘N/A’ (Not applicable);
- complete the checklist and enclose all items from the checklist with the application;
- include the organisation’s name and address on all extra pages not part of the application form.

We recommend you complete the form ELECTRONICALLY. Send one signed hard copy as well as all the documentation from the checklist to one of the following addresses:

Summer Camp Scheme Education Department Foras na Gaeilge 63-66 Amiens Street Dublin 1 D01 H275	Summer Camp Scheme Education Department Foras na Gaeilge Westgate House 2 – 4 Queen Street Belfast BT1 6ED
---	---

The deadline for Foras na Gaeilge to receive applications is **12.00pm, Friday, 23 March 2018.**

It is the responsibility of the organisation to ensure that the application is with Foras na Gaeilge in time. **No applications will be accepted after the deadline. No applications will be accepted by fax or email.**

Please note that, apart from issuing a receipt, Foras na Gaeilge will not enter into any correspondence with organisations after the deadline until assessments are completed. This receipt is not recognition that your application is complete, valid or in time for the deadline.

Therefore we reminded groups to answer every question on the form and provide all information required from the checklist before the deadline.

**If you have any question on any aspect of the application form or the checklist, contact Foras na Gaeilge before the deadline,**

**spriocdháta, 12.00pm Dé hAoine an 23ú Márta 2018.**

**Cealófar aon iarratas a ndéantar stocaireacht faoi le haon chomhalta boird nó le haon fhostaí de chuid Fhoras na Gaeilge.**

**Cealófar aon iarratas ina dtugtar eolas míchruinn.**

## **6. Cad é a tharlóidh dár n-iarratas?**

Seolfar admháil chuig an eagraíocht ar ríomhphost. Ní hionann an admháil seo agus aitheantas ar d'iarratas a bheith iomlán, bailí, ná in am don spriocdháta.

Is é bord Fhoras na Gaeilge atá freagrach as gach cinneadh faoi gach tionscadal atá le maoiniú. Is iad foireann bhainistíochta agus feidhmeannaigh Fhoras na Gaeilge a chuirfidh gach cinneadh maoinithe i gcrích.

Cuirfear an cinneadh maoinithe in iúl d'eagraíochtaí i litir sa phost in am cuí.

Is mian le Foras na Gaeilge a chur in iúl d'eagraíochtaí go bhféadfadh sé tarlú go ndéanfar an t-eolas a sholáthrófar in aon fhoirm iarratais a chur ar fáil faoi réir dhualgas Fhoras na Gaeilge faoin dlí lena n-áirítear an Cód Cleachtais um Shaoráil Faisnéise do na Comhlachtaí Forfheidhmithe Thuaidh/Theas a tháinig i bhfeidhm ar an 20 Meitheamh 2005.

Is féidir go ndéanfaidh Foras na Gaeilge teagmháil le ranna Rialtais agus maoinitheoirí eile, thuaidh agus theas, le hiarratais a phlé.

**12.00pm, Friday, 23 March 2018.**

**Canvassing of any board member or any employee of Foras na Gaeilge will result in the application being rescinded.**

**Any application in which inaccurate information is given will be rescinded.**

## **6. What will happen to our application?**

We will send a receipt to the organisation by email confirming that the application has been received. This receipt is not recognition that your application is complete, valid or in time for the deadline.

The board of Foras na Gaeilge is responsible for all decisions regarding all projects to be funded. The management team and the officers of Foras na Gaeilge will implement all funding decisions.

Organisations will be informed of the funding decision in due course.

Foras na Gaeilge wishes to make applicants aware that it could happen, under Foras's obligations in accordance with the Freedom of Information Code of Practice for North/South Implementation Bodies which came into force on 20 June 2005, that information provided on an application form could be made available.

Foras na Gaeilge may contact Government departments and other funders, north and south, to discuss applications.



## 7. Má éiríonn lenár n-iarratas?

Má éiríonn le d'iarratas cuirfimid litir thairisceana chugat ina mbeidh gach eolas ábhartha maidir le híocaíocht agus monatóireacht dheontas na scéime.

Conradh dlíthiúil a bheidh sa litir seo agus ní mór cloí le coinníollacha an chonartha sin. Is féidir go ndéanfar aon sciar den deontas nó an deontas ar fad a chealú nó a aisghairm má sháraitear aon cheann de choinníollacha an chonartha.

Ní mór cuntas bainc a bheith ann in ainm na heagraíochta, agus é a bheith faoi stiúir coiste nó boird. Is cóir gach íocaíocht ó dheontas Foras na Gaeilge don champa a íoc as an gcuntas seo le go mbeidh cuntas scríofa ar fáil ar gach íocaíocht (e.g. seic, dochar díreach, BACS etc.). **Ní chuirfidh Foras na Gaeilge maoiniú ar fáil d'íocaíochtaí a dhéantar le hairgead tirim.**

Ní dhéanfaidh Foras na Gaeilge aon mhaoiniú ar chaiteachas nach bhfuil ceadaithe roimh ré. Ní íocfar aon deontas go siarghabhálach.

## 8. Cad é mar is féidir liom aiseolas a thabhairt, gearán a dhéanamh nó achomharc a lorg?

Cuireann Foras na Gaeilge fáilte roimh aon mholtaí nó aiseolas a bheadh agat faoin scéim seo.

Má tá ábhar gearáin agat faoin scéim seo is féidir sin a chur in iúl d'Fhoras na Gaeilge chomh maith.

Tá córas achomhairc i bhfeidhm ag Foras na Gaeilge. Mura bhfuil tú sásta leis an gcinneadh a rinneadh maidir le d'iarratas, is féidir iarratas ar athbhreithniú a dhéanamh i scríbhinn taobh istigh de 14 lá ó dháta na litreach faoin chinneadh. Ní mór gach iarratas ar athbhreithniú a bhunú ar na cúiseanna seo amháin:

1. Go ndearna Foras na Gaeilge míléamh ar an eolas a tugadh i rith an mheasúnaithe.

## 7. If our application is successful?

If your application is successful we will send a letter of offer to you in which there will be all relevant information on payment and monitoring of the scheme.

This letter will be a legal contract and the conditions of this contract must be adhered to. Part or all of the grant may be rescinded/recalled if any of the conditions are infringed on.

There must be a bank account in the name of the organisation and under the control of a committee or board. All payment from the Foras na Gaeilge grant for the camp should be made from this account so that there is a written account available of all payments (e.g. cheque, direct debit, BACS etc.). **Foras na Gaeilge will not provide funding for payments made with cash.**

Foras na Gaeilge will not fund any spending not approved in advance. No grants will be made retrospectively.

## 8. How can I give feedback, make a complaint or seek an appeal?

Foras na Gaeilge welcomes any recommendations or feedback you may have about this scheme.

If you have cause for complaint about this scheme this can be made known to Foras na Gaeilge as well.

Foras na Gaeilge has an appeals process in place. If you are not happy with the decision made in respect of your application a request for a review can be made in writing within 14 days from the date of the decision letter. All applications for review must be based on these grounds only:

1. That Foras na Gaeilge misread the information given at the time of assessment.

II. Gur imigh Foras na Gaeilge, ar dhóigh shubstaintiúil, ón bpróiseas measúnaithe féin.

II. That Foras na Gaeilge departed, in a substantial way, from the assessment process itself.

Sonraí teagmhála Fhoras na Gaeilge:

Contact details for Foras na Gaeilge:

Scéim na gCampaí Samhraidh An Rannóg Oideachais Foras na Gaeilge 63-66 Sráid Amiens Baile Átha Cliath 1 D01 H275  00353 1 639 8400  <a href="mailto:oideachas@forasnagaeilge.ie">oideachas@forasnagaeilge.ie</a>	Scéim na gCampaí Samhraidh An Rannóg Oideachais Foras na Gaeilge Teach an Gheata Thiar 2 – 4 Sráid na Banríona Béal Feirste BT1 6ED  028 9089 0970 / 048 9089 0970  <a href="mailto:oideachas@forasnagaeilge.ie">oideachas@forasnagaeilge.ie</a>
---	---

Summer Camp Scheme Education Department Foras na Gaeilge 63-66 Amiens Street Dublin 1 D01 H275  00353 1 639 8400  <a href="mailto:oideachas@forasnagaeilge.ie">oideachas@forasnagaeilge.ie</a>	Summer Camp Scheme Education Department Foras na Gaeilge Westgate House 2 – 4 Queen Street Belfast BT1 6ED  028 9089 0970 / 048 9089 0970  <a href="mailto:oideachas@forasnagaeilge.ie">oideachas@forasnagaeilge.ie</a>
---	--

## Aguisín1

### Cúspóirí Straitéiseacha agus Tosaíochtaí Maoinithe Foras na Gaeilge

Tá critéir agus cuspóirí Scéim na gCampaí ag teacht le cúspóirí straitéiseacha agus tosaíochtaí maoinithe Foras na Gaeilge:

- **Stádas / dearcadh dearfach** i leith na Gaeilge a chothú agus a chur chun cinn.
- **Cumas** Gaeilge an duine aonair / an phobail a chothú agus a bhuanú.
- **Úsáid na Gaeilge** a chur chun cinn, a chothú agus a neartú.
- **Pobal labhartha Gaeilge** a chothú, a neartú agus a bhuanú.
- **An t-aistriú teanga ó ghlúin go glúin trí mheán an teaghlaigh** a éascú, a chothú agus a neartú.

Chuige sin, díríonn Foras na Gaeilge, go príomha, ar na réimsí seo a leanas:

- **Oideachas**
- **Scoilphobail**
- **Imeachtaí pobail**
- **Obair óige**
- **Pleanáil teanga ar leibhéal logánta**

## Appendix 1

### The Strategic Objectives and Funding Priorities of Foras na Gaeilge

The criteria and objectives of the Summer Camp Scheme comply with the strategic objectives and funding priorities of Foras na Gaeilge:

- Foster and promote the **status / positive view** of the Irish language.
- Foster and promote the ability of the individual / the community to speak Irish.
- Promote, foster and strengthen **the use of Irish**.
- Foster, strengthen and maintain the **Irish speaking community**.
- Facilitate, foster and strengthen **the intergenerational linguistic transfer through the family**.

To achieve this Foras na Gaeilge focuses primarily on the following areas:

- **Education**
- **School communities**
- **Community activities**
- **Youth work**
- **Language planning at local level**

## Aguisín 2

### Treoir maidir leis an fhoirm iarratais a chomhlánú

**Critéir cháilitheacha** – Sula dtabharfaidh tú faoin bhfoirm iarratais a chomhlánú léigh na treoirínte agus deimhnigh go gcomhlíonann d'eagraíocht critéir cháilitheacha na scéime atá faoi mhír 3 de na treoirínte.

#### Ceist

1. **Ainm na heagraíochta** – ainm na heagraíochta atá ag cur isteach ar dheontas. Tabhair faoi deara gurb é seo an t-ainm a bheidh scríofa ar sheiceanna ó Fhoras na Gaeilge. Is gá cuntas bainc a bheith in ainm na heagraíochta. *Féach critéar cáilitheach 15 faoi mhír 3.*
2. **Ainm an champa** – ainm ar leith atá á thabhairt ar an champa
3. **Ainm teagmhála** – ainm an duine a bheidh ag plé leis an iarratas. Cuirfidimid aon chomhfhreagras chuig an duine seo.
4. **Seoladh agus Éirchód/Cód Poist an teagmhálaí** – seoladh iomlán don teagmhálaí. Cuirfidimid aon chomhfhreagras chuig an seoladh seo.
5. **Fón & Fón Póca** – uimhir theagmhála le gur féidir teagmháil a dhéanamh leis an teagmhálaí más gá.
6. **Ríomhphost** – seoladh ríomhphoist le gur féidir eolas a scaipeadh ar eagraíochtaí rathúla.
7. **Toghcheantar Dála/Tionóil** – toghcheantar ina bhfuil an campa ar siúl (luaite ag ceist 2 san fhoirm iarratais). D'fhéadfadh go mbeadh an eagraíocht féin suite i gceantar eile. Tabhair faoi deara go n-iarrtar an t-eolas seo ar mhaithe le cúiseanna riaracháin amháin, agus nach bhfuil aon tionchar aige ar an bpróiseas measúnaithe. *Féach liosta toghcheantar in Aguisín 3.*
8. **Toghlímistéar áitiúil** – toghlímistéar áitiúil comhairle contae nó cathrach ina bhfuil an campa suite (luaite ag Ceist 2 san fhoirm iarratais). D'fhéadfadh go mbeadh an eagraíocht féin suite i gceantar eile. Tabhair faoi deara go n-iarrtar an t-eolas seo ar mhaithe le cúiseanna riaracháin amháin, agus nach bhfuil aon tionchar aige ar an bpróiseas measúnaithe.
9. **Uimhir Chláraithe Chánach** – Is féidir é seo a aimsiú ag barr an teastas imréitigh cánach atá agat do do ghrúpa. Mura bhfuil

## Appendix 2

### Guidance for completing the application form

**Qualifying criteria** - Before you start to complete the application form read the guidelines fully and ensure that your organisation fulfils the qualifying criteria of the scheme under section 3 of the guidelines.

#### Question

1. **Name of the organisation** – Name of the organisation applying for the grant. A Bank Account in the name of the organisation is required. See qualifying criterion 15 under section 3.
2. **Name of Camp** – Particular name that has been given to the camp.
3. **Contact Name** – Name of the person who will be dealing with the application. We will be sending any correspondence to this person.
4. **Contact Address & Eircode/Post Code** – A full address for the contact person. We will send any correspondence to this person.
5. **Telephone & Mobile Numbers** – Contact number so that contact may be made with the applicant if required.
6. **Email** – An email address is required so that information may be sent to successful organisations.
7. **Dáil / Assembly Constituency** - The constituency in which the camp is situated (mentioned at Question 2 in the application form) is located. The organisation itself may be located in another area. Note that this information is requested for administrative purposes only, and that it has no bearing on the assessment process. See the list of constituencies in Appendix 3.
8. **Local Electoral Area** - The local electoral area in which the camp (mentioned at Question 2 in the application form) is located. The organisation itself may be located in another area. Note that this information is requested for administrative purposes only, and that it has no bearing on the assessment process.
9. **Tax Registration Number** – This number can be found on the top of your Tax Clearance Certificate. If you do not have a Tax Clearance Certificate, write n/a. **Charity Number** - Put in your organisation's registered Charity Number. If you do not have a registered Charity Number, write n/a.

- teastas agat cuir isteach n/bh. **Uimhir Charthanachta** – Cuir isteach Uimhir Chláraithe Charthanachta má bhaineann sé le hábhar. Mura mbaineann, cuir isteach n/bh.
10. **Líon laethanta** – ní mór tic a chur sa bhosca lena dheimhniú gur campa cúig lá atá i gceist. *Féach critéar cáilitheach 6 faoi mhír 3.*
  11. **Dátaí an champa** – ní mór dátaí an champa a thabhairt. *Féach critéar cáilitheach 6 faoi mhír 3.*
  12. **Costas iomlán an champa** – sonraigh costas iomlán an champa, i.e. an costas roimh ioncam ó tháillí nó ó dheontas/dheontais. Sonraigh cé acu deontas in euro nó i bpoint steirling atá i gceist.
  13. **Méid an deontais atá á lorg ó Fhoras na Gaeilge** – sonraigh méid an deontais anseo (in euro nó i bpoint steirling). Ní mór an tsuim seo a bheith ag teacht leis an tsuim atá luaite ar an bhfoirm iarratais faoi Cheist 22.
  14. **Seoladh an champa** – áit a mbeidh an campa suite – d'fhéadfadh seo a bheith difriúil ón seoladh a tugadh ag ceist 4 san fhoirm iarratais.
  15. **Uimhir theagmhála an champa** – uimhir an ionaid ina mbeidh an campa. D'fhéadfadh seo a bheith difriúil ón uimhir a tugadh ag ceist 5 san fhoirm iarratais.
  16. **Áiseanna atá ar fáil don champa** – ní mór na háiseanna ar fad atá ar fáil don champa a liostú, e.g. 2 sheomra ranga, halla spóirt, cúirt chispheile, clós súgartha, páirc pheile, seomra bia/ceaintín, leithris agus aon trealamh ar leith atá de dhíth leis an gcampa a reáchtáil.
  17. **Líon daoine óga lena bhfuiltear ag súil** – an líon daoine óga atá tuartha don champa.
  18. **Uaireanta sa lá** – sonraigh na hamanna don champa. Ní mór ar a laghad 4.5 uair sa lá a bheith ann. *Féach critéar cáilitheach 6 faoi mhír 3 thuas.*
  19. **Roghanna eile a cuireadh san áireamh** – léirigh, le do thoil, cad iad na himpleachtaí a bheidh ann mura mbeidh maoiniú curtha ar fáil ó Fhoras na Gaeilge don champa seo.
  20. **Clár an champa** – ní mór ina himeachtaí agus na gníomhaíochtaí go léir a bheidh ar siúl le linn an champa agus na spriocanna foghlamtha a bhaineann leo a liostú sa tábla ar an bhfoirm iarratais. Molaimid duit clár le réimse deiseanna úsáide Gaeilge a chur ar fáil trí imeachtaí agus gníomhaíochtaí éagsúla a eagrú don spriocghrúpa sonraithe. Ní mór imeachtaí a eagrú a chuirfidh le heispéireas teanga agus a thabharfaidh éagsúlacht teanga don
10. **Number of Days** - The box must be ticked to confirm that the camp is for five days. See qualifying criterion 6 under section 3..
  11. **Dates of the Camp** - Dates for the camp must be provided. See qualifying criterion 6 under section 3.
  12. **Total cost of the Camp** – State the total cost of the camp, i.e. the cost prior to income from fees or other grant(s). State whether the grant is in € Euro or £ Sterling.
  13. **Amount of grant being sought from Foras na Gaeilge** – State grant amount here (in € (Euro) or £ (Sterling)). This must match the amount as stated on the application form under Question 22.
  14. **Address of Camp** – Where the camp will be based – this may be different from the address provided under Question 4 in the application form.
  15. **Contact Number for the Camp** – Number for the venue where the camp will be held. This may be different from the number provided under Question 5 in the application form.
  16. **Facilities available to the Camp** – List all facilities available to the camp eg. 2 classrooms, sports hall, basketball court, playground, football field, canteen, toilets and any specific equipment required to organise the camp.
  17. **Number of young people expected** – Predicted number of young people for the camp.
  18. **Hours per day** – State times for the camp. There must be at least 4.5 hours per day. See qualifying criterion 6 under section 3.
  19. **Other options considered** – Please demonstrate the implications that will arise if funding is not made available from Foras na Gaeilge for this camp.
  20. **Camp Programme** – The events/activities which will take place throughout the duration of the camp must be listed in the table on the application form as well as the learning intentions related to same. We recommend you provide a programme with a range of opportunities for the use of Irish by organising varied activities for the target group. Events must be organised that will add to the language experience and provide a variety of language to the young person. Reflect on the speaking and learning opportunities that the young people will have while taking part in the various activities. See qualifying criteria 2 and 3 under section 4.

duine óg. Déan machnamh ar na deiseanna labhartha agus foghlama a bheidh ag na daoine óga agus iad ag glacadh páirte sna himeachtaí éagsúla. *Féach critéir measúnaithe 2 agus 3 faoi mhír 4.*

### Turas/Turais

Má tá turas nó turais beartaithe le linn an champa tabhair sonraí, le do thoil, faoin eispéireas teanga a bheidh ag na daoine óga mar aon leis na deiseanna foghlama agus labhartha a bheidh acu. Moltar duit a oiread sonraí agus is féidir a thabhairt anseo.

21. **Caiteachas** – ní mór miondealú a thabhairt ar na príomhfhigiúirí faoi gach mír sa tábla.

Seo a leanas tábla samplach in Euro:

### Trip/Trips

If a trip/trips are planned during the camp please give details about the language experience the young people will have and the learning and speaking opportunities they will have. You are advised to give as much detail as possible here.

21. **Expenditure** – A breakdown of total amounts given under each heading must be provided.

Here is a sample table in Euro:

Cur síos ar an gcaiteachas	Miondealú	Costas iomlán	Méid iarrtha ó FnaG
Teagascóirí (uasmhéid €28 san uair)	2 theagascóir x €17.50 san uair x 5 uair a chloig x 5 lá = €875 <i>(luaigh an ráta san uair atá in úsáid)</i>	€875	€875
Ceannairí (uasmhéid €14 san uair)	1 cheannaire x €8 san uair x 5 uair a chloig x 5 lá = €200 <i>(luaigh an ráta san uair atá in úsáid)</i>	€200	€200
Cíos	Ionad pobail - €50 sa lá x 5 lá = €250	€250	€250
Árachas	€275 don tseachtain	€275	€0
Turas	Cead isteach chuig linn snámha – 20 duine óg x €5 an duine = €100:  móide €100 ar bhus:  móide €75 ar lón do na daoine óga = €275 san iomlán	€275	€275

Trealamh	Ní/bh.	0	0
Áiseanna  (Ní mór d'áiseanna ar bith maoinithe ag Foras na Gaeilge fanacht i seilbh na heagraíochta)	€325 ar chluichí boird, €300 ar ábhar ealaíne = €625 san iomlán	€625	€625
<b>Iomlán</b>		<b>€2,500</b>	<b>€2,225</b>

Description of Expenditure	Break down	Total Cost	Amount requested from FnaG
Tutor  (maximum of €28 per hour)	2 tutors x €17.50 per hour x 5 hours x 5 days = €875  (state rate per hour used)	€875	€875
Leaders  (maximum of €14 per hour)	1 leader x €8 per hour x 5 hours x 5 days = €200  (state rate per hour used)	€200	€200
Rent	Community Centre - €50 per day x 5 days = €250	€250	€250
Insurance	€275 for the week	€275	€0
Trip	Entry fee to the swimming pool - 20 young people x €5 per person = €100:  plus €100 for the bus:  plus €75 lunch for the young people = €275 in total	€275	€275
Equipment	N/A	0	0
Materials	€325 for board games, €300 for art materials = €625 in total	€625	€625

(Any materials sponsored by Foras na Gaeilge must remain in the possession of the organisation)			
<b>Total</b>		<b>€2,500</b>	<b>€2,225</b>

Seo a leanas tábla samplach i steirling:

Here is a sample table in Sterling:

<b>Cur síos ar an gcaiteachas</b>	<b>Miondealú</b>	<b>Costas iomlán</b>	<b>Méid iarrtha ó FnaG</b>
Teagascóirí (uasmhéid £20 san uair)	1 teagascóir x £18 san uair x 5 uair a chloig x 5 lá = £450 <u>(luaigh an ráta sa uair atá in úsáid)</u>	£450	£450
Ceannairí (uasmhéid £10 san uair)	2 cheannaire x £8.50 san uair x 5 uair a chloig x 5 lá = £425 <u>(luaigh an ráta san uair atá in úsáid)</u>	£425	£425
Cíos	Ionad pobail - £50 sa lá x 5 lá = £250	£250	£200
Árachas	£200 don tseachtain	£200	£0
Turas	Cead isteach chuig linn snámha – 15 dhuine óga x £4 an duine = £60: móide £70 ar bhus: móide £45 ar lón do na páistí = £175 san iomlán	£175	£175
Trealamh	Ní/bh.	0	0
Áiseanna (Ní mór d'áiseanna ar bith maoinithe ag Foras na Gaeilge fanacht i seilbh an Choiste)	£75 ar ábhar cócaireachta £75 ar chluichí boird,	£250	£250



	£100 ar ábhar ealaíne = £250 san iomlán		
<b>Iomlán</b>		<b>£1,750</b>	<b>£1,500</b>

<b>Description of Expenditure</b>	<b>Break down</b>	<b>Total Cost</b>	<b>Amount requested from FnaG</b>
Tutor (maximum of £20 per hour)	1 tutor x £ 18 per hour x 5 hours x 5 days = £450 (state rate per hour used)	£450	£450
Leaders (maximum of £10 per hour)	2 leaders x £8.50 per hour x 5 hours x 5 days = £425 (state rate per hour used)	£425	£425
Rent	Community Centre - £50 per day x 5 days = £250	£250	£200
Insurance	£200 for the week	£200	£0
Trip	Entry fee to the swimming pool - 15 young people x £4 per person = £60:  plus £70 for the bus:  plus £45 lunch for the young people = £175 in total	£175	£175
Equipment	N/A	0	0
Materials  (Any materials sponsored by Foras na Gaeilge must remain in the possession of the organisation)	£75 cooking materials, £75 board games, £100 art materials = £250 in total	£250	£250
<b>Total</b>		<b>£1,750</b>	<b>£1,500</b>

22. **Ioncam** – ioncam atá tuartha ó tháillí agus ó fhoinsí maoinithe eile. *Féach na critéir measúnaithe faoi mhír 4.* Ní féidir le grúpaí maoiniú a lorg ó Fhoras na Gaeilge ach leis an difear a chlúdach idir caiteachas agus ioncam, ach ní íocfar níos mó ná €2,500 (euro) agus £1,750 (steirling).
23. **Léirigh, le do thoil, aon chomhoibriú atá ar siúl ag an eagraíocht le grúpaí eile maidir le heagrú an champa** – ní mór sonraí a thabhairt faoi aon chomhoibriú atá ar siúl ag an eagraíocht le grúpaí eile in eagrú an champa, mar shampla, comhoibriú le grúpa pobail áitiúil le gur féidir cíos saor in aisce a fháil don champa, nó comhoibriú le scoil áitiúil chun oibríthe deonacha a fháil. Moltar duit a oiread sonraí agus is féidir a thabhairt anseo.
24. **An bhfuil an eagraíocht ag fáil aon mhaoinithe eile ó Fhoras na Gaeilge ón 1ú Eanáir 2018?** – Ní mór eolas a thabhairt faoi aon deontas atá á fháil ag an eagraíocht ó Fhoras na Gaeilge. Is gá ainm an tionscadail, uimhir thagartha agus méid an deontais a thabhairt.
25. **Cumhdach leanaí** – ní mór an ráiteas seo a thiceáil chun a dhearbhu go mbeidh gach ball foirne a bheidh ag plé leis na daoine oga le linn an champa cáilithe mar is cuí agus go mbeidh grinnfhiosrúchán déanta air.
26. **Dáta is deanaí an pholasaí cumhdach leanaí** – ní mór an dáta is deanaí a rinneadh athbhreithniú ar an pholasaí a thabhairt anseo.
27. **Access NI** – tabhair sonraí lena chur in iúl dúinn an bhfuil d'eagraíocht cláraithe le Access NI nó an bhfuil sibh cláraithe le scátheagras eile (ó Thuaidh) le grinnfhiosrúchán a dhéanamh.
28. **Taithí ar eagrú campaí samhraidh** – tabhair eolas a léiríonn go bhfuil taithí ag foireann an champa in eagrú campaí samhraidh nó imeachtaí do dhaoine óga. Cuir tic sa bhosca cuí le líon na mblianta taithí a léiriú agus cuir eolas ábhartha eile ar fáil maidir le hobair/ taithí le scéimeanna/ grúpaí eile. Cuir leis an bhosca nó bain úsáid as níos mó páipear más gá.
29. **Stiúrthóirí/coisteoirí** – tabhair sonraí na stiúrthóirí nó na gcoisteoirí a bhaineann leis an eagraíocht (luaite i gceist 1 san fhoirm iarratais), i.e. ainm, ról agus an taithí nó na scileanna cuí
22. **Income** – The predicted income from other sources. *See the assessment criteria under section 4.*  
Groups may only seek funding from Foras na Gaeilge to cover the difference between expenditure and income up to a limit of €2,500 (Euro) /£1,750 (Sterling).
23. **Please demonstrate any collaboration that the organisation is carrying out with other groups in relation to organising of the camp** - Details of any collaboration the organisation is undertaking with other groups in organising the camp, for example, working with a local community group to get free rent for the camp, or working with a local school to obtain volunteer workers. You are advised to give as much detail as possible here.
24. **Is the organisation receiving any other funding from Foras na Gaeilge since 1st January 2018?** – Information regarding other grants received by the organisation from Foras na Gaeilge must be given. Project Name, Reference Number and Grant Amount must be given.
25. **Child Protection** – This statement must be ticked to confirm that all tutors will be appropriately qualified and vetted.
26. **Most recent date that the Child Protection Policy was reviewed** – the most recent date that the child protection policy was reviewed must be inserted here.
27. **Access NI** – You must inform us as to whether your organisation is registered with Access NI or with an umbrella organisation (in the north) and provide details of this organisation.
28. **Experience of Organising Summer Camps** – Provide information that demonstrates that the **camp staff** has experience in organising summer camps or activities for young people. Tic the box to **state the number of years experience** as well as any other information regarding work/ experience with other schemes/ groups. The box can be added to or an extra page can be used.
29. **Directors / Committee Members** – Provide details of the **Directors / Committee Members** of the organisation (stated in Question 1 of the application form) i.e. name, status and experience or skills they have (state the number of years experience) in managing a group, grants, or other, or operating as

atá acu (luaigh líon blianta) maidir le bainistiú grúpa, deontas, nó eile, nó a bheith ag feidhmiú mar stiúrthóir nó mar choisteoir in eagraíocht.

30. **Coimhlint leasa** – tabhair sonraí má tá baint ag ball foirne nó ag comhalta boird Fhoras na Gaeilge leis an eagraíocht nó leis an gcoiste atá ag cur isteach ar mhaoiniú faoin scéim seo. Luaigh ainm an duine, le do thoil. Ní bheidh aon tionchar aige seo ar d'iarratas ach ní mór é seo a chur in iúl d'Fhoras na Gaeilge.

31. **An áit ar chuala tú faoin scéim seo** – tabhair sonraí, le do thoil, faoin áit ar chuala tú faoin scéim seo, e.g. na meáin chumarsáide.

### Seicliosta

**Dícháileofar** aon iarratas mura bhfuil **gach rud** ar an seicliosta curtha leis, nó mura dtagtar ar réiteach eile chun shástacht Fhoras na Gaeilge.

Má cheapann tú nach mbaineann gné ar leith den seicliosta leat, moltar duit teagmháil a dhéanamh le hoifigigh Fhoras na Gaeilge sula gcuireann tú an t-iarratas isteach.

Tabhair faoi deara gur gá **gach rud** a chur ar fáil, **fiú má cuireadh chuig Fhoras na Gaeilge roimhe é.**

### Dearbhú

Ní mór an dearbhú a bheith sínithe ag triúr mar atá sonraithe agus na sonraí breise a bheith curtha ar fáil. Ní ghlacfar le hiarratas ar bith gan an dearbhú a bheith sínithe.

a director/committee member.

30. **Conflict of Interest** – Please provide information if either a member of staff or a board member of Foras na Gaeilge is involved with your organisation. Please mention the name of the person. This information will not affect your application, but must be made known to Foras na Gaeilge.

31. **Where did you hear about this scheme?** – Please detail where you heard about this scheme, e.g. the media.

### Checklist

Any application which does not supply **everything** on the checklist, unless otherwise agreed with Foras na Gaeilge, will be **disqualified**.

If you think that an item from the checklist does not pertain to you, you are advised to contact Foras na Gaeilge officers before submitting the application.

Please note that **everything** must be supplied, **even if previously submitted to Foras na Gaeilge.**

### Declaration

The Declaration must be signed by three people as stated and additional information provided. No application will be accepted where the declaration has not been signed.

## Aguisín 3

### Toghcheantair agus ceantair comhairlí áitiúla

Dáilcheantar	Dáil Constituency
Ceatharlach-Cill Chainnigh	<a href="#">Carlow Kilkenny</a>
An Cabhán-Muineachán	<a href="#">Cavan Monaghan</a>
An Clár	<a href="#">Clare</a>
Corcaigh Thoir	<a href="#">Cork East</a>
Corcaigh Thuaidh-Lár	<a href="#">Cork North Central</a>
Corcaigh Thiar Thuaidh	<a href="#">Cork North West</a>
Corcaigh Theas-Lár	<a href="#">Cork South Central</a>
Corcaigh Thiar Theas	<a href="#">Cork South West</a>
Dún na nGall	<a href="#">Donegal</a>
Cuan Bhaile Átha Cliath Thuaidh	<a href="#">Dublin Bay North</a>
Cuan Bhaile Átha Cliath Theas	<a href="#">Dublin Bay South</a>
Baile Átha Cliath Láir	<a href="#">Dublin Central</a>
Baile Átha Cliath - Fine Gall	<a href="#">Dublin Fingal</a>
Baile Átha Cliath Thiar-Meán	<a href="#">Dublin Mid West</a>
Baile Átha Cliath Thiar Thuaidh	<a href="#">Dublin North West</a>
Baile Átha Cliath-Ráth an Dúin	<a href="#">Dublin Rathdown</a>

## Appendix 3

### Constituencies and council areas

Comhairle Contae (PÉ)	Council (RoI)
Comhairle Contae Cheatharlach	<a href="#">Carlow County Council</a>
Comhairle Contae an Chabháin	<a href="#">Cavan County Council</a>
Comhairle Contae an Chláir	<a href="#">Clare County Council</a>
Comhairle Cathrach Chorcaí	<a href="#">Cork City Council</a>
Comhairle Contae Chorcaí	<a href="#">Cork County Council</a>
Comhairle Contae Dhún na nGall	<a href="#">Donegal County Council</a>
Comhairle Cathrach Bhaile Átha Cliath	<a href="#">Dublin City Council</a>
Comhairle Contae Dhún Laoghaire-Ráth an Dúin	<a href="#">Dún Laoghaire-Rathdown County Council</a>
Comhairle Contae Fhine Gall	<a href="#">Fingal County Council</a>
Comhairle Cathrach na Gaillimhe	<a href="#">Galway City Council</a>
Comhairle Contae na Gaillimhe	<a href="#">Galway County Council</a>
Comhairle Contae Chiarraí	<a href="#">Kerry County Council</a>
Comhairle Contae Chill Dara	<a href="#">Kildare County Council</a>
Comhairle Contae Chill Chainnigh	<a href="#">Kilkenny County Council</a>
Comhairle Contae Laois	<a href="#">Laois County Council</a>
Comhairle Contae Liatroma	<a href="#">Leitrim County Council</a>

Baile Átha Cliath Theas-Lár	<a href="#">Dublin South Central</a>
Baile Átha Cliath Thiar Theas	<a href="#">Dublin South West</a>
Baile Átha Thiar	<a href="#">Dublin West</a>
Dún Laoghaire	<a href="#">Dún Laoghaire</a>
Gaillimh Thoir	<a href="#">Galway East</a>
Gaillimh Thiar	<a href="#">Galway West</a>
Ciarraí	<a href="#">Kerry</a>
Cill Dara Thuaidh	<a href="#">Kildare North</a>
Cill Dara Theas	<a href="#">Kildare South</a>
Laois	<a href="#">Laois</a>
Cathair Luimnigh	<a href="#">Limerick City</a>
Contae Luimnigh	<a href="#">Limerick County</a>
An Longfort-An Iarmhí	<a href="#">Longford Westmeath</a>
Lú	<a href="#">Louth</a>
Maigh Eo	<a href="#">Mayo</a>
An Mhí Thoir	<a href="#">Meath East</a>
An Mhí Thiar	<a href="#">Meath West</a>
Uíbh Fhailí	<a href="#">Offaly</a>
Ros Comáin-Gaillimh	<a href="#">Roscommon Galway</a>
Sligeach-Liatroim	<a href="#">Sligo Leitrim</a>
Tiobraid Árann	<a href="#">Tipperary</a>

Comhairle Cathrach agus Contae Luimní	<a href="#">Limerick City and County Council</a>
Comhairle Contae an Longfoirt	<a href="#">Longford County Council</a>
Comhairle Contae Lú	<a href="#">Louth County Council</a>
Comhairle Contae Mhaigh Eo	<a href="#">Mayo County Council</a>
Comhairle Contae na Mí	<a href="#">Meath County Council</a>
Comhairle Contae Mhuineacháin	<a href="#">Monaghan County Council</a>
Comhairle Contae Uíbh Fhailí	<a href="#">Offaly County Council</a>
Comhairle Contae Ros Comáin	<a href="#">Roscommon County Council</a>
Comhairle Contae Shligigh	<a href="#">Sligo County Council</a>
Comhairle Contae Bhaile Átha Cliath Theas	<a href="#">South Dublin County Council</a>
Comhairle Contae Thiobraid Árann	<a href="#">Tipperary County Council</a>
Comhairle Cathrach agus Contae Phort Láirge	<a href="#">Waterford City and County Council</a>
Comhairle Contae na hIarmhí	<a href="#">Westmeath County Council</a>
Comhairle Contae Loch Garman	<a href="#">Wexford County Council</a>
Comhairle Contae Chill Mhantáin	<a href="#">Wicklow County Council</a>

Port Lairge	<a href="#">Waterford</a>
Loch Garman	<a href="#">Wexford</a>
Cill Mhantáin	<a href="#">Wicklow</a>

Toghcheantar Tíonóil	Assembly Constituency
Béal Feirste Thoir	<a href="#">Belfast East</a>
Béal Feirste Thuaidh	<a href="#">Belfast North</a>
Béal Feirste Theas	<a href="#">Belfast South</a>
Béal Feirste Thiar	<a href="#">Belfast West</a>
Aontroim Thoir	<a href="#">East Antrim</a>
Doire Thoir	<a href="#">East Londonderry</a>
Fear Manach agus Tír Eoghain Theas	<a href="#">Fermanagh and South Tyrone</a>
An Feabhal	<a href="#">Foyle</a>
Gleann an Lagáin	<a href="#">Lagan Valley</a>
Lár Uladh	<a href="#">Mid Ulster</a>
An tIúr agus Ard Mhacha	<a href="#">Newry and Armagh</a>
Aontroim Thuaidh	<a href="#">North Antrim</a>
An Dún Thuaidh	<a href="#">North Down</a>
Aontroim Theas	<a href="#">South Antrim</a>
An Dún Theas	<a href="#">South Down</a>
Loch Cuan	<a href="#">Strangford</a>
An Bhanna Uachtarach	<a href="#">Upper Bann</a>
Tír Eoghain Thiar	<a href="#">West Tyrone</a>

Comhairle Áitiúil (TÉ)	Council (NI)
Aontroim agus Baile na Mainistreach	<a href="#">Antrim and Newtownabbey</a>
Ard Mhacha, Droichead na Banna agus Craigavon	<a href="#">Armagh, Banbridge and Craigavon</a>
Béal Feirste	<a href="#">Belfast</a>
Cósta Chlochán an Aifir agus na Glinnte	<a href="#">Causeway Coast and Glens</a>
Doire agus an Srath Bán	<a href="#">Derry and Strabane</a>
Fear Manach agus an Ómaigh	<a href="#">Fermanagh and Omagh</a>
Lios na gCearrbhach agus an Caisleán Riabhaigh	<a href="#">Lisburn and Castlereagh</a>
Aontroim Láir agus Thoir	<a href="#">Mid and East Antrim</a>
Lár Uladh	<a href="#">Mid Ulster</a>
An tIúr, Múrn agus an Dún	<a href="#">Newry, Mourne and Down</a>
An Dún Thuaidh agus na hArda	<a href="#">North Down and Ards</a>