



Athenry Credit Union

ATHENRY • BALLYGAR • BIRR • KILKERRIN
KINVARA • MENLOUGH • PORTUMNA



COMMUNITY FUND TERMS AND CONDITIONS 2026

Athenry Credit Union

1. Eligibility for funding approval will be based on the information received, the reason for request, how the funds will be used and benefits to the community it serves. Please note Athenry Credit Union has absolute discretion on the above and the eligibility, availability or not and granting or otherwise of funds (including amounts and frequency without limitation) to Community Fund applicants.
2. Request for funding must be done on the official Athenry Credit Union Community Fund application form. The application will be treated as incomplete without the form being completed in full. Letters of application will not be accepted, however documents and further information in support of the application will be accepted. The application form can be found at www.athenrycu.ie/community-fund-2026 or available for pick – up as a printed hard copy from your local branch. Completed application forms must be submitted to one of the seven Athenry Credit Union offices. Athenry, Ballygar, Birr, Kilkerrin, Kinvara, Portumna, Menlough (contact details can be found at www.athenrycu.ie) Alternatively, applications received as a hard – copy can be scanned and sent by email to marketing@athenrycu.ie .

3. By providing information to Athenry Credit Union and completing the Community Fund Application form, applicants are deemed to accept these terms and conditions, any further instructions and/or conditions that Athenry Credit Union may communicate to applicants in whatever form and medium. By providing information to Athenry Credit Union and completing the Application Form Community Fund Applicants are also accepting any personal data provided will be processed in accordance with our Data Protection privacy policies.
4. Applicants must be situated within the common bond areas of Athenry, Ballygar, Birr, Kilkerrin, Kinvara, Menlough, Portumna. However, if your application is successful, you will need to open an Athenry Credit Union account before the funds can be released.
5. Community Fund Applicants must be 18 years and over and located in our common bond areas of Athenry Credit Union and common bond area of each Athenry Credit Union branch.
6. Community Fund Applicants must be part of a Club, Group, Organisation or School and funding cannot be granted to individual persons. Any community and voluntary group and non-profit making organisation who is registered as either a Voluntary Non-Profit Making Organisation or Charity by the Revenue Commissioners and carry out community initiatives which are of public benefit to the wider community are eligible to apply. Schools are eligible to apply under categories Education and Training & Environment and Sustainability.
7. Individual persons or individual businesses are not eligible to apply for funding.
8. Organisations which receive substantial core funding from Government Departments and / or public sector organisations are not eligible to apply unless their core funding does not fully cover the project/activity outlined in the application. I.e. Where applicants have funding approval from a government department/agency and there is significant shortfall between cost of proposed project and grant funding an application will be considered.

9. Funding sought must be for activities that will benefit the community, create a positive impact, and reflect the interests of our members and be mutually beneficial and committed to the development and advancement of our communities.
10. The application will be treated as incomplete and not valid without the application form being completed in full, being received and accepted by Athenry Credit Union and all information being to Athenry Credit Union's satisfaction which includes without limitation compliance with these terms and conditions.
11. If the project is cancelled or deferred, Athenry Credit Union must be notified in writing.
12. Works cannot commence, or expenditure be incurred in relation to fund – aided elements of the project/works until the signed letter of offer is returned to Athenry Credit Union.
13. Funding may only be used for the purpose specified in the application form and as approved by Athenry Credit Union in the letter of offer.
14. There is a limit of one funding application per applicant to the Community Fund per calendar year from the 1st of January to 31st of December.
15. All applicants must spend successful funds on specified project as per their application by 31st December 2026.
16. Athenry Credit Union does not guarantee funding year-to-year. Should the Community Fund run for another year, each Community Fund applicant may re-apply for funding on an annual basis only.
17. In the case of declined funding requests, a re-application can be made by the Community Fund Applicant in the following calendar year, should the Community Fund be available.
18. All information and documents will be held by Athenry Credit Union for a period of 6 years.

19. Deadline date for Community Fund applications is 12th March 2026 by 4pm.
20. Decisions are expected to be given within 6-8 weeks of the closing date for applicants.
21. At the time of writing, the total amount in the Community Fund for 2026 will be €200,000.
22. Maximum amount per application is €10,000.
23. There is no minimum amount per application.
24. All works/projects must have evidence of adequate and comprehensive Public Liability Insurance and must be provided to Athenry Credit Union. Athenry Credit Union accepts no responsibility and concedes no liability in respect of any incident, occurrence or claim which may take place.
25. All applicants must confirm the legal status of their group/club/organisation when applying for funding. Each applicant must clearly state which structure applies. (e.g., Company Limited by Guarantee (CLG), charitable trust, or registered charity, voluntary/community group, etc.) and provide supporting documentation where relevant (e.g. constitution, charity number, company registration number)
26. All applicants are required to submit proof that they are properly constituted by furnishing their tax reference number. In the case of a Group which has been granted the status of a charitable organisation by the Revenue Commissioners, the “CHY” number issued to that body is required to ensure they comply with annual return and governance obligations.
27. It is the responsibility of the applicants to ensure compliance with all statutory requirements. Improvements to facilities or provision of amenities must comply fully with all statutory and/or licensing requirements such as the Local Government (Planning and Development) Acts, the building regulations and any other relevant legislation. All projects must ensure that any statutory consents have been sought if required.
28. If the application is in respect of works on lands or in buildings, the applicant must submit satisfactory evidence of title – written consent from the landowner / property owner / local council must otherwise be submitted. If

the proposed project is taking place in public spaces or places, applicants must comply with the local council's policy "Voluntary and Community Activities on Roads, Amenity Areas and Other Areas" or similar and submit an application form to the local area engineer.

29. Groups implementing projects involving persons 18 years of age and under will be required to have a Child Protection Policy in place.
30. By signing and submitting the Athenry Credit Union Application Form to Athenry Credit Union for Community Funding, Community Fund applicants are consenting and agreeing that Athenry Credit Union can use any name, surnames and organisation names provided and any photograph/video/image of same persons and of the organisation or the name and surname and images of any other persons associated or connected with the organisation for Athenry Credit Union publicity purposes via the Athenry Credit Union website, social media, in the Athenry Credit Union offices or in paper form whatever Athenry Credit Union decide. Prior to this, Athenry Credit Union will provide any individuals with a photo consent form.
31. Athenry Credit Union requests that any organisation that receives funding must publish on their website and social media channels, if Athenry Credit Union so request, a photograph/video/image taken with an Athenry Credit Union staff member or other publicity whatever Athenry Credit Union request (this includes without limitation the display of the Athenry Credit Union logo on any material for promotional purposes on their website / local papers / presentations and any social media, and an Athenry Credit Union banner during a sponsored event / activity.) If Athenry Credit Union do so request, Athenry Credit Union will provide the logo, in relevant format for print and online material, publicity information and banner.
32. All sponsored applicants must provide material showing how Athenry Credit Union was represented (e.g. images, copies of event brochures/adverts, printed items, copy of article in newspaper, or whatever other information that Athenry Credit Union may request in paper or electronic form).
33. Acknowledgment of Athenry Credit Union financial assistance will be required. Each application must state how Athenry Credit Union will be acknowledged / represented through its donation. (See below publicity requirements)

34. Athenry Credit Union must be satisfied that the grant recipient complies with all the conditions of the scheme and all or any portion of the funding may be withheld by Athenry Credit Union where any condition of funding has not been met, or any changes have been made without consent.
35. Athenry Credit Union reserves the right to alter and/or include any other requirements for payment of approved funding as deemed fit. In any case, Athenry Credit Union reserves the right to amend and review the operation and conditions of the Community Fund at any time.
36. The application must be signed by a person in an official capacity representing the applicant, e.g. Chairperson, Secretary, Treasurer, School Principal. Alternatively, evidence of authorisation to make the application will be required.
37. All applicants must provide proof of completion of capital works within twelve months of receiving successful funding.
38. Athenry Credit Union's decision is final, and no objection shall be raised or correspondence entered thereafter.

Data Protection

It is the responsibility of each Group/Club/Organisation/School to comply with the General Data Protection Regulation.

Athenry Credit Union will process Personal Data as part of each application and may also share successful applicant Data (e.g. name, amount of award, event details, etc.) with third parties, as required, for fund administration, evaluation and audit purposes.

We may also disclose certain limited information in connection with the marketing or promotion of the Community Fund.

We may request individuals to have their photos taken as part of our promotional activities. This will be optional for each person, and a Consent Form will be provided.

For more details on how we process Personal Data, see our Data Protection Statement at <https://athenrycu.ie/privacy-policy>.

Publicity Requirements Terms & Conditions

As an acknowledgement for the funding given, Athenry Credit Union will be requesting that the successful community group or project being supported by us will give ample exposure in return.

1. Photo shoot opportunities, news release and/or press launch where persons have given their consent under Data Protection & General Data Protection Regulations.
2. Athenry Credit Union logo or advertisement on any printed literature.
3. Verbal acknowledgement of Athenry Credit Unions participation
4. Athenry Credit Union representation at any community project's function/launch
5. Promotional literature of Athenry Credit Union to be displayed at the community projects' function/launch
6. Any plaque or lasting signage to carry Athenry Credit Union name/logo
7. Social media acknowledgement of successful funding
8. Website publication and acknowledgement of Athenry Credit Union

9. Testimonial videos upon request of Athenry Credit Union