



Comhairle Cathrach & Contae Phort Láirge
Waterford City & County Council

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Supporting Waterford Communities Fund 2026

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Waterford City and County Council is committed to encouraging communities and empowering residents to make a difference to their areas. To support this, the Council is inviting applications for its **Supporting Waterford Communities Fund 2026**.

The Supporting Waterford Communities Fund provides a contribution towards costs of Residents Associations, Community Groups, Sports Clubs and other groups/committees engaged in community activity, providing community services or carrying out improvement works at local or county level.

Groups can apply under **one** of 3 funding strands: Residents Association Fund, Community Activity Fund or Sports & Recreation Fund.

Checklist of required Supporting Documentation

All applicants must complete the online application form and provide the required supporting documentation by the **deadline of 4.00pm on Friday, 23rd January 2026**. Incomplete or late applications will not be considered, all supporting documentation must be uploaded with the application form before the deadline, otherwise the application will be deemed ineligible.

All groups **are required** to provide the following supporting documentation with their application:

| No | Required by | Supporting Document Required | Question where doc is to be uploaded |
|----|---|--|--------------------------------------|
| 1 | All Applicants | Minutes of recent Committee meeting /AGM minutes | Question 13 |
| 2 | All Applicants | Unique Waterford Public Participation Network (PPN) Member Number | Question 15 |
| 3 | All Applicants | Evidence of Bank Statement / Credit Union / Post Office Account | Question 32 |
| 4 | Where funding is used in relation to children, young people (under 18), Vulnerable adults | Child Protection Policy / equivalent vetting / evidence of relevant policies / safeguards. | Question 21 |
| 5 | Sports Clubs | Evidence of affiliation to ISC recognised national Governing Body of Sport | Question 16 |
| 6 | Applicants who occupy a Council facility | Valid licence / lease | Question 9 |

Groups can apply under **one** of the following 3 funding strands:

1. Residents Association Fund

This strand provides a contribution towards the costs of resident's associations, groups or committees who are engaged in community activity, or carrying out improvement works within their own estates/ neighbourhoods/ areas, for:

- Provision and maintenance of green areas.
- Contribution towards insurance costs and ongoing operational costs of resident's association activity.
- Provision of pollinator friendly flower beds, shrubs, trees etc.
- Organised Community Clean-ups or Fun days/ Sports Days etc.
- Projects ensuring natural resources (e.g. rivers, forests, wetlands etc) are protected and enhanced through biodiversity planning, native tree planting etc.
- Improvement projects to areas of historical/ cultural nature.

2. Community Activity Fund

The Community Activity Fund aims to assist communities or a combination of communities, to work together to develop a local plan for their own area(s), to establish sustainable structures enabling communities to identify and meet their own needs – “helping them to help themselves”. The Fund can also be used to up-grade or replace equipment. The type of projects that can be funded include:

- Activities /events to promote innovative communication to improve community engagement and encourage participation towards establishing a local development plan for the area.
- Activities / events that bring different areas or communities together to help plan the future of such communities.
- Repairs / Tools/utensils.
- Room hire / Transport costs / Insurance.
- Community events/productions.

3. Sports & Recreation Fund

This strand aids Sports Clubs and Recreational Organisations who are engaged in community activity, providing sports opportunities across all ages and abilities. It aims to assist Sports Clubs provide or improve the range of Sport and Leisure opportunities to Waterford's Communities.

Funds are available for:

- The purchase of sports equipment that has a positive impact on the level or quality of sports participation within the club e.g. bibs, balls, cones, fitness equipment, etc.
- Room hire/ Transport costs / Insurance.
- Sports Specific Coach Education.

- Accredited courses run by the Irish Sports Council (ISC), Coaching Ireland or National Governing Body of Sport.
- Referee, umpire or official accreditation.

The above lists are not exhaustive and works other than those specified may qualify for grant assistance. It has been prepared to give a flavour of the kind of things that the fund will support.

The Supporting Waterford Community Fund provides small scale grants to community groups. For reference purposes, the grants awarded in 2025 are set out below. 2026 grants will be dependent on the number of eligible applications received:

- Residents Groups - €880
- Community Groups - €762
- Sports Groups - €762

Scheme Information

- Applicants can only apply/qualify for funding under **one** Supporting Waterford Communities Fund 2026 strand.
- Groups/Organisations are required to be registered with the Waterford Public Participation Network (PPN) and to provide their unique PPN number.
- Supporting Waterford Communities Fund 2026 allocations will be distributed as equitably as possible across the Metropolitan, Comeragh and Dungarvan / Lismore areas of Waterford.
- Where Groups / organisations have received previous community funding from the Council (e.g. Supporting Waterford, Local Enhancement Fund etc) and have not provided the required proof of payment (receipts / Invoices and Bank Statements) by the deadline outlined in their letter of offer, they will **not be eligible** to apply for the Supporting Waterford Communities Fund 2026 or future community funding.
- In the event of the Scheme being oversubscribed, applicants may not receive the full amount applied for.
- Preference will be given to organisations who have not received any support from Waterford City & County Council grant schemes previously.
- Projects are encouraged to access other sources of match funding as part of the project total budget.

Requirements where applications are successful

- If successful, proof of expenditure in the form of receipts is required. In cases where groups only receive invoices from suppliers, the invoices must be marked 'paid' and a bank statement clearly highlighting the expenditure must be provided. For purchases made using cash, receipts are required. In cases where groups only receive invoices from suppliers, email / letter on headed paper confirmation from suppliers stating the amounts

and dates payments were received must be provided. The payment confirmation must include the suppliers' contact details.

- Proof of Expenditure (receipts / invoices and Bank Statements etc) must be provided before the deadline, as set out in their Letter of Offer.

Low Carbon and Sustainable projects

Waterford City & County Council is aiming to reduce emissions by 51% by 2030 and by the end of 2050 be a fully climate resilient, biodiversity rich, environmentally sustainable and climate neutral economy. Groups should consider the climate and environmental impact of their projects and where possible ensure they are low carbon and sustainable.

Examples of considerations include but are not limited to:

- awareness and capacity building (e.g. public information events on climate change).
- shifting to active travel (e.g. walking and cycling), public transport or car sharing to events.
- reducing the amount of food and plastic waste produced and/or incorporating ways to repurpose waste as part of the project (e.g. upcycling furniture, reusing materials etc).
- ensuring natural resources (e.g. rivers, forest, wetlands etc.) are protected and enhanced (e.g., biodiversity planting, wetland restoration, tree planting etc).
- using renewable energy (e.g. solar, wind etc.) over fossil fuels (e.g. oil, gas, coal etc.) and improving energy efficiency (e.g. insulate buildings, choosing A-rated appliances etc).

Who can apply

The Supporting Waterford Communities Fund 2026 is open to all community groups / voluntary groups / Residents Associations / Sports Clubs that meet the following criteria:

Eligibility Criteria and Requirements

Important – Please read the eligibility criteria and requirements below carefully to ensure that your Group / Organisation is eligible to apply for this grant and has the required supporting documentation.

1. Only **one** application allowed per group, sports club or housing estate.
2. Please note that **incomplete applications shall be deemed invalid**.
3. Applications and all supporting documentation must be received within the set deadline of 4.00pm on Friday, 23rd January 2026. **Late applications will not be accepted**.
4. To be considered for this and future community grants, groups / organisations must be registered with the **Waterford Public Participation Network (PPN)**. Your unique PPN number **must be** provided when applying for this fund. If you haven't done so already, it is advised you register with the PPN as soon as possible. Register online at www.waterfordppn.ie, or contact Muriel mtobin@waterfordcouncil.ie

5. Applying Groups/committees/organisations must be formally constituted i.e., hold an A.G.M. and have regular meetings. A copy of the **minutes of a recent committee meeting must be** submitted with application.
6. Group/organisations receiving an allocation **must have** a bank/credit union account in their own groups name. **Applicants will not be able to use an umbrella account.**
7. Applicants **must provide** evidence of relevant policies/safeguards if the funding will be used in relation to children, young people or vulnerable adults.
8. Applicants of the Supporting Waterford Communities Fund 2026 must be **based in the county of Waterford** and beneficiaries of the Fund should be living within Waterford city / county.
9. Applications from ‘not for profit’ clubs or organisations that are open to public membership are eligible for the Supporting Waterford Communities Fund 2026.
10. Organisations whose activities involve intentional harm to animals, or which conflict with recognised animal welfare principles, are not eligible to apply.
11. For profit groups, commercial organisations and private facility owners are ineligible to apply for the Supporting Waterford Communities Fund 2026.
12. Applicants who occupy Waterford City & County Council owed facilities must have a **valid licence or lease** from the Council, which **must be** submitted with their application, where appropriate.
13. All applicants **must** submit a copy of their **end of year bank/credit union or post office account statement**. To allow applicants with over €5,000 in their account to be eligible to apply, applicants will need to provide additional information on source of funds in account in support of their application and to why the funding is required. Final decision on the application will be at the discretion of the council.
14. Applying Sports Clubs must provide evidence of their affiliation to an ISC recognised National Governing Body of Sport.
15. Once you have completed your online application form you will receive an email requesting your signature verification. Please ensure you verify your signature, or your application will be ineligible. Please see pages 7-9 of this document for guidance on submitting your online application.

How to apply

All applicants must complete the online application form and provide the required supporting documentation on the Council’s online platform. If any groups are having difficulty with this, please contact the Community Grants Section of the Council at communitygrants@waterfordcouncil.ie

PLEASE ENSURE THAT ALL SECTIONS HAVE BEEN COMPLETED

Applicants can access the online platform through the Councils website at [Supporting Waterford 2026 - Waterford City & County Council](#)

Step by Step Guide on completing your online Application form for Supporting Waterford Communities Fund 2026

How to access the online system

The online system can be accessed through the Councils website, at the following link:

[Supporting Waterford 2026 - Waterford City & County Council](#)

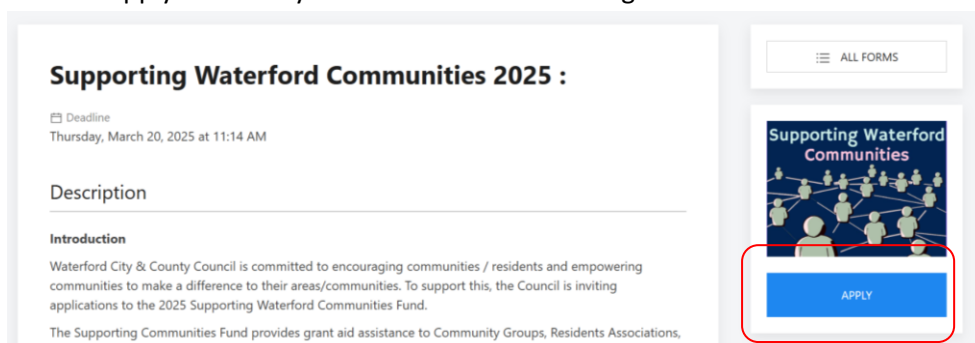
Webpage location:

[Home](#) / [Services](#) / [Community & Sport](#) / [Community Grants](#) / [Supporting Waterford 2026](#)

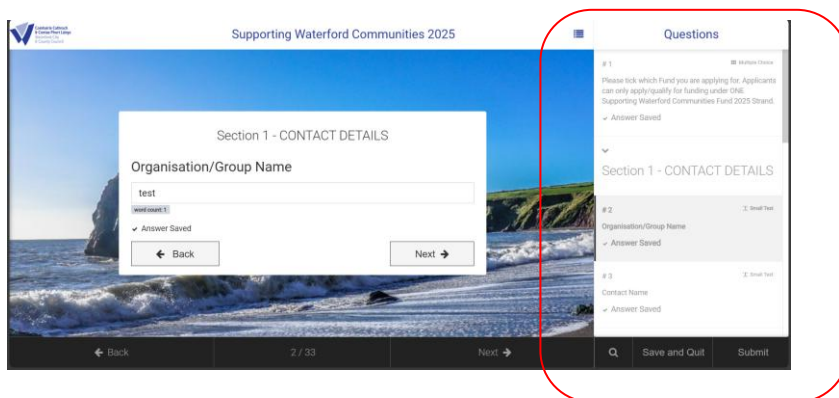
Scroll to the bottom of the page and under “How to Apply” you will see link outs to the application form and Fund Guidelines.



Click on Apply here and you should see the following screen:



As below, use the menu on the left of the screen to navigate the questions and please insure you answer all questions, as incomplete applications will be deemed ineligible.



On Question 33 Declaration, please ensure that you type your name in the box and that your name appears next to “Signed: _____”

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expires, in line with the Local Authority's document retention policy. Personal data provided will not be disclosed to any other parties. This is to comply with Article 13 of the General Data Protection (GDPR).

- I confirm that all required receipts for any previous funding received from Waterford City & County Council have been submitted in line with Grant Letters of Offer.

If you do not wish to be contacted in the future in relation to Community Grants available from Waterford City & County Council, please send an email to communitygrants@waterfordcouncil.ie stating you wish to opt out of any future notifications.

Once you submit your application you will receive an email requesting you to verify your signature, please ensure you have completed this step or your application will not be completed.

orla Kelly

Signed *orla Kelly*

Once your application form is submitted, you will need to check your email in order to verify your signature.

✓ Answer Saved

Back Next

Questions

IF YOUR APPLICATION IS APPROVED – PAYMENT OF AWARD

DECLARATION

#33

Please sign:

✓ Answer Saved

Submit

Once you submit your application you will receive an email requesting you to verify your signature, please ensure you have completed this step, or your application will not be completed.

Once you submit your application you will receive an email requesting you to verify your signature, please ensure you have completed this step or your application will not be completed.

orla Kelly

Signed *orla Kelly*

Once your application form is submitted, you will need to check your email in order to verify your signature.

✓ Answer Saved

Back Next

Once you submit your application, you will receive an email like the one below. You need to click on the blue box to verify your signature.

Signature Verification

noreply@submit.com
To: Orla Kelly

Mon 20/01/2025 12:50

Signature Verification

Dear Orla,

This email is to confirm that you have provided a digital signature for Department of Rural and Community Development Local Enhancement Programme 2025 (Capital Funding).

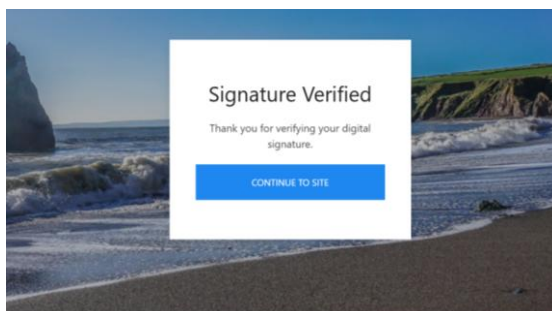
In order to confirm your identity you will need to click the following link to complete the verification process.

[Verify Signature](#)

You should then receive the following confirmation.

If you do not receive an email in your inbox, please check your junk mail folder.

Please note: your application will not be completed until you verify your signature.



To upload supporting documents please click on the screen icon below and it will allow you to browse your computer and attach your file(s). Also please look out for the grey box below that says “*This question is required*” as this indicates that you will need to upload a document to this question.

A screenshot of a web application form titled "Supporting Waterford Communities 2025". The form is divided into two main sections: "Section 2 - ABOUT YOUR ORGANISATION/GROUP/CLUB" and "Questions". In the "Section 2" area, there is a prompt "Please upload copy of most recent minutes" followed by "Supported File Types: [icon]". Below this is a red-bordered box containing a laptop icon. Further down, it says "Max file uploads for this question: 5" and "Nothing Uploaded Yet". A red-bordered box highlights the text "Your uploaded media will appear here". At the bottom of this section, there are two grey boxes: "This question is required." and "The size limit for uploads is 250 MB." The "Questions" section on the right lists several questions, including "# 13 Please upload copy of most recent minutes" and "# 14 Please identify the aims/objectives of your organisation/club?".

Once documents are uploaded, you will see the following:

A screenshot of the same web application form, but now showing the document upload section after a document has been uploaded. The "Section 2" area now displays a "Documents" section with a "2 / 2" indicator. It shows a large black rectangle representing the uploaded document, a blue circular icon with a document symbol, and a "Title (Click to edit)" field containing the text "Supporting Waterford 202". There is also a "Save" button. The "Questions" section on the right remains the same, showing the list of questions.

Please note that if you are trying to submit your application but the system won't let you, please review each question to ensure you have fully completed the application and that all the relevant supporting documentation have been uploaded.

Should you have any queries, send them by email communitygrants@waterfordcouncil.ie or telephone 051-849735. Queries can also be sent by post to Community Grants, Waterford City and County Council, City Hall, The Mall, Waterford City, X91 PK15

Please ensure you allow adequate time to complete your application and upload supporting documentation, as late or incomplete applications will not be accepted.

Closing date for applications is 4.00pm on Friday, 23rd January 2026.

No applications will be accepted after this date.

Best of luck with your applications!