**REACH FUND 2025**

**2025** **External Application Form for Reach Funding**

* **Projects to be completed by 2025 year-end.**
* **Funding applications must be submitted to Mayo, Sligo & Leitrim Education & Training Board.**
* **Applications must be submitted to** [**reach@msletb.ie**](mailto:reach@msletb.ie) **and received by 10th April 2025**
* **All parts of this application must be completed to be eligible for consideration for REACH funding.**

**Section 1. Community Group/Project Information**

**Part 1 and Part 2 - to be completed by all applicants**

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| **Section 1 – Part 1 – Community group/project** | | | | | | | | | | | | | | | | | | | | |
| **Name of Community Group:** | | | | | | | |  | | | | | | | | | | | | |
| **Title of project proposed:** | | | | | | | |  | | | | | | | | | | | | |
| **Contact details** | | | | | | | | | | | | | | | | | | | | |
| **Contact Person** | | | | |  | | | | | | | | **Role within organisation** | | | |  | | | |
| **Community Group Address** | | | | | | | |  | | | | | | | | | | | | |
| **email** | |  | | | | | | | | | | | | **Phone number** | |  | | | | |
| **Funding** | | | | | | | | | | | | | | | | | | | | |
| **Have you received REACH/Mitigating against Educational Disadvantage funding from another source?** | | | | | | | | | | | | | | | | | | **Yes/No** |  | |
| **If yes, please answer the following questions** | | | | | | | | | | | | | | | | | | | | |
| Source(s) of this funding | | | | | | | | | | | **Intended purpose of this funding** | | | | | | | | | |
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| Have you received REACH/Mitigating against Educational Disadvantage funding in any of the following years? | | | | | | | | | | | **2020 Yes No**  **2021 Yes No**  **2022 Yes No**  **2023 Yes No**  **2024 Yes No** | | | | | | | | | |
| **Section 1 – Part 2 – Complete if applicable** | | | | | | | | | | | | | | | | | | | | | |
| Tax Clearance (Please attach details of your current Tax Clearance Access with this application) | | | | | | | | | | | | | | | | | | | | | |
| **Tax registration number:** | | | | | | |  | | | | | | | | | | | | | | |
| **Tax clearance certificate number:** | | | | | | | | |  | | | | | | | | | | | | |
| **CHY number (if applicable)** | | | | | | | | |  | | | | | | | | | | | | |
| **Grantee/Supplier Code**  If you have been paid a grant from MSLETB previously and know your code please insert it here. It can be found on a remittance slip. | | | | | | | | |  | | | | | | | | | | | | |
| **Bank details** | | | | | | | | | | | | | | | | | | | | | |
| **Have you changed your bank account details since you last dealt with MSLETB? Yes / No** | | | | | | | | | | | | | | | | | | | | | |
| **Name of Bank** | | | |  | | | | | | | | | | | | | | | | | |
| **Address of Bank** | | | | | |  | | | | | | | | | | | | | | | |
| **Sort code** | | |  | | | | | | | **Account number** | | | | |  | | | | | | |
| **IBAN** |  | | | | | | | | | | | | | | | | | | | | |
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| **Section 1 – Part 3** | | | | | | | | | | | | | | | | | | | |
| **Reach funding aims to support educationally disadvantaged learners in accessing and participating in community education, particularly those who are undertaking literacy and skills programmes at NFQ levels 1 to 3. To support this aim, funding proposals that meet the criteria in the REACH guidelines under the four categories set out below can be considered for funding:**  **Please indicate which category/ies apply to your project** | | | | | | | | | | | | | | | | | | | |
| **Participation of Priority Groups**  Projects focused on widening and increasing participation of target groups in learning that offers accreditation at  NFQ level 1 to 3, or on non-accredited programmes that provide clear pathways to accredited provision at NFQ   from  levels 1 to 3. | | | | | | | | | | | | **Yes/No** | | | | | | | |
| **Learner Support**  Projects that will support learners to engage/participate in community based educational programmes, mentoring projects, transport costs for learners, urgent educational response. | | | | | | | | | | | | **Yes/No** | | | | | | | |
| **Climate and Sustainability**  Projects that address topics such as climate justice education, education for sustainable development and building climate literacy. | | | | | | | | | | | | **Yes/No** | | | | | | | |
| **Outreach/Predevelopment**  Projects engaged in education outreach and pre-development work to support the most marginalised and disadvantaged groups. | | | | | | | | | | | | **Yes/No** | | | | | | | |
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| **Section 2 – project costs/funding** | | |  |
| **Total Cost of project** |  | | |
| **Grant request** (the grant amount sought in this application) | |  | |
| If the total cost of the project is greater than the amount of the grant sought, please outline where and how the balance of funding will be secured: | | | |
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| **Please NOTE:**  Capital threshold is based on the cost of any item more than €1,000 excluding VAT. Capital items cannot be funded through this grant. Items/services must be sourced according to government procurement policies and procedures and quotations supplied where applicable**.**  **Quotations and Procurement Requirements:**  In order to process your application in full please ensure to submit quotes with the completed application form. The following procurement requirements will apply:   • under €5000 - one written quote,  • €5,001 - €15,000 - three written quotes  • €15,001 - €25,000 - five written quotes  \*note; if purchasing 12 identical items and each item costs €500 then three written quotes are required. | | | |
| **Project costs for each of the following, where applicable (***grant amount sought for each***)**  **Where you are *not* applying under a certain category/ies please enter €0** | | | |
| **1** | **Widen/increase participation of key Target Groups or other priority target groups** | € | |
| **2** | **Learner Supports** | **€** | |
| **3** | **Climate and Sustainability** | **€** | |
| **4** | **Supporting marginalised groups (outreach/pre-development)** | **€** | |

| **Section 3 – Project details** | | | | | | |
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| **Please provide details of the project outline and aims . (max 200 words)** | | | | | | |
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| Please provide a synopsis of the project proposed under the specific funding criteria that the grant is sought for: | | | | | | |
| **Funding Criteria** | **Target Group(s)**  **Please select the relevant *key* priority target group/s to your project.** | | | | **Funding Purpose**  **Expected Outlay/Expenditure to Achieve this aim (maximum word count 80)** | |
| **Widen/increase participation of key Target Groups or other priority target groups** | * Learners under 25 * Long-term unemployed * People with disabilities * Migrants and refugees * None of the above | | | |  | |
| **Learner Supports** | * Learners under 25 * Long-term unemployed * People with disabilities * Migrants and refugees * None of the above | | | |  | |
| **Climate and Sustainability** | * Learners under 25 * Long-term unemployed * People with disabilities * Migrants and refugees * None of the above | | | |  | |
| **Supporting marginalised groups (outreach/pre-development)** | * Learners under 25 * Long-term unemployed * People with disabilities * Migrants and refugees * None of the above | | | |  | |
| **Please include any additional information regarding the target group(s) you wish to add to support this application:** | | | | | | |
|  | | | | | | |
| **Are any of the following priority target groups included in your project?** | | | | | | |
| **Please tick any of these that apply to your project**   * Early School Leavers * Members of the Traveller and Roma Communities * Women returning to the labour market * Lone Parents * People who are educationally, economically or socially disadvantaged * People impacted by mental health issues or addiction * Women’s groups and men’s groups * People impacted by homelessness * Carers * LGBTQIA | | | | | | |
| **Please provide information demonstrating how this funding intends to mitigate against educational disadvantage for the cohort you are working with: (max 80 words)** | | | | | | |
|  | | | | | | |
| **Please outline how the funding can complement and/or enhance the current provision of similar education in the area. (max 80 words)** | | | | | | |
|  | | | | | | |
| **Please clarify how this funding will support your learners to achieve positive outcomes as a result of this support: (max 80 words)** | | | | | | |
|  | | | | | | |
| **How will the benefits of this funding be measured? (max 80 words)** | | | | | | |
|  | | | | | | |
| **Please provide information on how this project represents value for money and indicate what steps the project has taken to ensure avoiding duplication with existing services in the area: (max 80 words)** | | | | | | |
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| **Section 4 – Submission Details** | | | | | | | |
| **I declare on behalf of** *insert organisation name* | | | | | | | |
| That I have the appropriate authority to make this submission for funding. This application for funding form is fully completed and the information provided is a full and accurate account of how the funding (if allocated) will be used in 2025. | | | | | | | |
| **Signature** | |  | | **Print name** | |
|  | |  | |  | |
| **Position in the organisation:** | |  | | **Date** | |
|  | |  |  | | |

**Applications are to be submitted by email to MSLETB at reach@msletb.ie**

**Closing date for receipt of applications: 12 noon on Thursday 10th April, 2025.**

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**MSLETB**

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| **Checklist** |  |
| **I have included/noted the following** | **Please tick** |
| Bank Account details including the header from a bank statement |  |
| Quotations for goods and services we wish to purchase in the event that we are successful in the application. |  |
| TAX Clearance Details |  |
| Any one item costing more than €1000 excluding VAT is considered a capital item and cannot be included in this application |  |
| The application adheres to the procurement requirements as set out in the application form. |  |
| Some or all of the four categories as set out in the REACH guidelines are catered for in the proposed project in 2025. |  |
| All successful projects will be completed by 21st November, 2025 and used for specific purpose intended. |  |

**PLEASE PROVIDE A BREAKDOWN OF COSTS OF EACH ITEM OR SERVICE YOU PLAN TO PURCHASE FROM REACH FUNDS**

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| --- | --- |
| **ITEM** | **TOTAL COST**  **Including VAT**  **€** |
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Description automatically generatedA logo with text and a green leaf

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