

Parent & Toddler Group Initiative Grants 2022

Guidelines for Parent & Toddler Groups

Information on grants available:

Applications for funding under this scheme should only be made by Parent & Toddler Groups that are organised on a not-for-profit basis and involve the participation of parents in the community. Grants will normally range from **€100 to €1,250**. New start up groups may apply for a grant of up to €1,250, existing Parent and Toddler Groups can apply for a of up to €800.

However, in 2022 an additional amount of up to €400 is available for new and existing P&T Groups providing an additional session, and a maximum of €400 is also available to establish and operate Buggy Walking Groups (see further information Appendix 1). Groups are advised to contact their local City/County Childcare Committee for further information in respect to these two new funding options.

Funding will be available for:

- Toys, equipment and books for indoor and outdoor activities, including children's refreshments
- Storage for equipment
- Training for parents, e.g. paediatric first aid, committee skills, parenting courses, facilitated sessions,
- Promotional Leaflets including any required translations
- Children's activities, e.g. arts and crafts, music
- Limited funding will be available towards insurance or rent, up to a maximum of 30% of total funding for existing services.
- Limited funding will be available towards insurance or rent, up to a maximum of 70% of total funding for new services.
- As outlined above for 2022 an amount of up to €400 is available for the establishment of buggy walking groups, it is envisaged that these groups once established will involve groups of parents/guardians and children meeting for organised walks on a regular basis (a minimum of 6 sessions) in their local community.
- Additional funding is also available to groups offering additional sessions, this funding is aimed at but not exclusively for the possible inclusion of Ukrainian families

Funding will not be available for:

- Groups operating out of private homes
- Once off events such as outings, parties and trips
- P&T Groups with a closing balance of €3,000 or more in the previous year (except where a P&T Group can provide a signed declaration that the funding available to the P&T group is under €3,000)
- Groups who received funding in previous years and did not return the Progress Report and receipts for items purchased

Additional Information:

- P&T Groups should have a Bank Account/Credit Union Account. The money taken at each session, any grants received by the group or money received from fundraising should be paid into the account. It is recommended that spending on the group's behalf should be paid for by cheque/draft or electronic means. All transactions involving the group's money should be recorded and all receipts kept.
- Applications from P&T Groups will only be accepted from groups known to Fingal CCC, new groups should make arrangements to meet a FCCC staff representative prior to application deadline.
- P&T Groups must submit evidence of appropriate insurance (not applicable to new groups). New groups should submit evidence of insurance within the first month of receiving the grant.

HSE / HPSC Advice to Parent and Toddler Groups

Parent and toddler groups are urged to familiarise themselves with the latest HSE/HPSC advice which can be found at the following link:

<https://www.hpsc.ie/a-z/respiratory/coronavirus/novelcoronavirus/guidance/newupdatedguidance/>

How to apply:

- Please fill in the attached application form, using clear block writing
- **Please ensure that all sections are completed (Application form, Annual Income & Expenditure Account, Progress Report)**

- Simple financial records are important for groups in receipt of grants as they offer protection for all involved However, newly formed groups do not need to provide a financial record until they are in existence for one year
- Please ensure the application is signed by 2 committee members
- Applicants are required to submit up to date bank statement/credit union statement (no older than 2 months) with their application form.
- Forward Evidence of insurance with application, if available
- Forward Evidence of receipts for items purchased with last grant, along with progress report
- Grant Applications will not be recommended if they do not include adequate information, i.e. all sections of the application form must be completed

Post Approval Information:

- Successful applicants are required to submit receipts as evidence of expenditure and comply with any funding conditions as set out in the Grant Agreement letter.
- If a P & T Group wishes to change their approved expenditure, they must apply in writing to Fingal CCC prior to purchasing new item. FCCCs decision will be confirmed in writing
- Successful applicants may receive a support visit from the local CCC

What Fingal County Childcare Committee Can do for you:

Fingal County Childcare Committee is available to support anyone wishing to set up a parent and toddler group or those currently running one. We can provide information which promotes the provision of a quality service that runs smoothly and conveniently for all the children and parents attending. We can assist you in choosing toys and activities which are developmentally appropriate; encourage adult child interactions or we may be able to put you in contact with relevant agencies or organisations.

Important dates:

- Application form, copy of Insurance & Income & Expenditure form to be returned by: **Friday 10th June 2022 via email to mairead@fingalcountychildcare.ie**
- Notification of decisions and payment of grants will be made in July 2022, this is subject to change.

All Documentation associated with an application must be emailed to mairead@fingalcountychildcare.ie

REMEMBER

The closing date is 10 / 06 / 2022

Please Note:

- If you are not the contact person for this P&T Group, can you please forward this application to the correct contact person and inform Mairéad Tucker via email mairead@fingalcountychildcare.ie ASAP.
- The contact name and mobile phone number, meeting place, days and times contained in this completed application form will be shared by Fingal CCC with parents looking to join a P&T group in your area. So please ensure these details are correct.