



## COMMUNITY FUND TERMS AND CONDITIONS

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. Westport Credit Union will ensure that the community funding is awarded to projects that are consistent with the ethos and values of the credit union. Please note Westport 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. Westport Credit Union's decision is final and no correspondence will be entered into.
2. Request for funding must be done on the official Westport Credit Union Application Form. The Application will be treated as incomplete without the form being completed in full. Letters are not accepted, however documents and further information in support of the application will be accepted. The Application form can be found at [www.westportcu.ie/community-fund](http://www.westportcu.ie/community-fund) or available in-branch. Completed application forms must be submitted to one of the three Westport Credit Union offices (contact details can be found at [www.westportcu.ie](http://www.westportcu.ie)) Alternatively, applications can be sent by email to [info@westportcu.ie](mailto:info@westportcu.ie). Amounts, limits, and frequencies of potential funding/sponsorship that may be available or not at any time (whether stated within this document or otherwise) and these terms and conditions are subject to change without notice. Please contact Westport Credit Union for up-to-date terms, conditions, and requirements.
3. By providing information to Westport 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 Westport Credit Union may communicate to applicants in whatever form and medium. By providing information to Westport 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 and associated information to be found at <https://www.westportcu.ie/privacy-policy> and for any other reasons stated in these terms and conditions.

4. Community Fund Applicants must be 18 years and over and located in our Common Bond
5. Community Fund Applicants must be part of a Club, Group, Organisation or Society that share the ethos, operating principles, and values of Westport Credit Union and funding will not be granted to individual applicants.
6. In addition to anything else stated herein, funding sought must be for activities that will benefit the community, create a positive image, and reflect the interests of our members and be mutually beneficial and committed to the development and advancement of our communities.
7. The application will be treated as incomplete and not valid without the Application Form being completed in full, being received and accepted by Westport Credit Union and all information being to Westport Credit Union's satisfaction which includes without limitation compliance with these terms and conditions.
8. If the project is cancelled or deferred, the fund must be returned in full to Westport Credit Union.
9. There is a limit of one funding application to the Community Fund per calendar year from the 1st of January to 31st of December.
10. Westport Credit Union does not guarantee funding year-to-year. Each Community Fund Applicant must re-apply for funding on an annual basis.
11. In the case of declined funding requests, a re-application can be made by the Community Fund Applicant in the following calendar year.
12. Evaluation and Decisions on Community Fund Applications will be made twice a year.
13. Deadline dates for Community Fund Applications are the 30<sup>th</sup> April 2024 and 30<sup>th</sup> September 2024.
14. Decisions are expected to be given within 1 month of the deadline date. Only successful applicants will be contacted.
15. At the time of writing, the total amount in the Community Fund for 2024 will be €100,000.
16. By signing and submitting the Westport Credit Union Application Form to Westport Credit Union for Community Funding, Community Fund Applicants are consenting and agreeing that Westport 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 Westport Credit Union publicity purposes via the Westport Credit Union website, social media, in the Westport Credit Union offices or in paper form whatever Westport Credit Union decide.
17. Westport Credit Union requests that any organisation that receives funding must

publish on their website and social media channels if Westport Credit Union request a photograph/video/image taken with an Westport Credit Union staff member or other publicity whatever Westport Credit Union request (this includes without limitation the display of the Westport Credit Union logo on any material for promotional purposes on their website / local papers / presentations and any social media, and an Westport Credit Union/credit union banner during a sponsored event / activity.) If Westport Credit Union do so request, Westport Credit Union will provide the logo, in relevant format for print and online material, publicity information and banner.

18. All sponsored Organisations must provide material showing how Westport Credit Union was represented (e.g. images, copies of event brochures/adverts, printed items, copy of article in newspaper, or whatever other information that Westport Credit Union may request in paper or electronic form.
19. Acknowledgment of Westport Credit Union financial assistance will be required. Each application must state how Westport Credit Union will be acknowledged / represented through its donation.