



School Meals Local Projects Scheme

The School Meals Programme funding is to meet the food costs of groups currently operating innovative school meals projects.

Funding is provided for “food items” only to projects that are up and running and benefiting disadvantaged students or children with special needs.

Please complete ONE application form for each food club.

Please answer ALL Question

Please state:

1. Name and address of the School/Organisation/Pre-school which is making the application:

Name:
Address:
School Meals Reference Number:

2. Name of person applying for Grant:

Name:	
Title:	
Phone Number:	No. of School(s) Involved:
Email Address:	

3. Name, address, roll number(s) of the school(s) and the average number of children participating in the club on a daily basis:

School:	Address:	Roll Number:	Number of Children:

Please answer ALL Question

4. Is the school(s) part of DEIS? Yes No
(Delivering Equality of Opportunity in Schools)

Was the school(s) previously designated 'disadvantaged'? Yes No

Is the school a 'Special School'? Yes No
If 'Yes', please give details.

Please answer all of Question 5 if you are operating a Pre-School.

5. (a) When was the organisation founded?
M M Y Y Y Y

(b) The status of the group e.g. Charitable status etc. and reference number?

(c) Is your organisation a community based project? Yes No

(d) The names of the Chairperson and Treasurer?

(e) The age group of the children attending the Pre-School? (Please refer to the school meals criteria regarding condition on age (2.5+ years)).

(f) Have you notified the Health Service Executive that your premises are in operation?

Yes No

(g) Has the Health Service Executive inspected and passed your premises for Health and Safety Regulations?

Yes No

Please submit a summary of the educational element in your Pre-School.

Please answer ALL the Question

Please note that the funding is for food items only. The food supplied should be of good quality, prepared and consumed in suitable surroundings.

6. Type of food club for which funding is requested.

(a) What **type** of club do you operate?

- Breakfast Club
- Lunch Club
- Dinner Club
- Snack/ afterschool Club

REMINDER
Please ensure that a separate application form is completed in respect of each club.

What is the main objective you hope to achieve through the club?

What food items are being provided?

(b) How are the children selected?

7. Details of the food club for which funding is requested.

a) The average number of children who participate in the club on a **daily** basis?

b) How many days per week does the club operate?

c) How many weeks will the club operate in the current school year?

d) What is the actual period that this club will cover? (start date and finish date for the current school year)

Start date:

Finish date:

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Y Y Y Y

e) How is the food organised? (e.g. voluntary effort, part-time worker or other)

f) What is the estimated annual **food cost** for the academic year?

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8. Have you made any special arrangements with your local supplier(s) to reduce costs?

NOTE: A separate sheet of paper can be used for more details, if necessary.

Please answer ALL the Question

If your application is successful, please provide the following information to enable the Department to lodge funds by Electronic Fund Transfer (EFT):

Note: A personal bank account is not acceptable.

You will get the following details printed on statements from your financial institution.

Name of financial institution:

Sort code:

Account number:

Bank Identifier Code (BIC):

International Bank Account Number (IBAN):

Name(s) of account holder(s):
Name 1:

Name 2 (if any):

9. Have you ever previously received funding from this Department for a food club?

Yes No

If 'YES', a completed **Income and Expenditure Report** must be submitted, plus one month's worth of receipts. Report form is available at www.welfare.ie.

If 'No', please answer (a), (b), (c) and (d).

a) When did the project or club start?
M M Y Y Y Y

b) When did you start providing food items to the children?
M M Y Y Y Y

c) How do you fund the food club?

d) In the event of your project or club receiving funding from this Department, can you redirect your current source of funding to another project or club? Yes No

This completed Form and the Income and Expenditure Report should be sent to:

School Meals Programme
Department of Social Protection
College Road
Sligo

Telephone Contacts: 071 91 38625
071 91 38638

Please ensure that a separate application form is completed in respect of each club.

I declare that all the information given in this form is true and complete to the best of my knowledge. Date:

Data Protection and Freedom of Information

We, the Department of Social Protection, will treat all information and personal data you give as confidential. We will only disclose it to other people or bodies according to the law.

Explanations and terms used in this form are intended as a guide only and are not a legal interpretation.