



THE IRELAND FUNDS

The Ireland Funds Japan - Grant-in-Aid - Procedure

Procedure for the disbursement of the funds raised from the running (including funds from raffles and auctions) of the Emerald Ball 2019.

The goal of the Ball is for all attendees to have a fun night with good food and entertainment, and to raise funds for The Ireland Funds Japan. These funds will be by the Ireland Funds Japan for running our organisation and distribution to our grantees in line with the mission of The Ireland Funds Japan, which is in summary to promote and support: peace, culture, education and community development throughout the island of Ireland, and Irish-related causes around the world.

On the website of the Emerald Ball a notice should be put up stating that the Emerald Ball is inviting applications from organisations working for this same aim in their own area and who are interested in receiving a grant-in-aid to support of their activities. A period of around four weeks should be given for organisations to make an application. For 2019, grants, applications should be received before 18th January 2019, by email to mconnolly@irelandfunds.org.

Applications should be submitted by email and include the following:

- An outline description of the organisation, including a list of office holders and the details of who will be responsible for dealing with the application and the running their event;
- If previous grants have been received status of use and impact;
- A description of what the proposed activity is;
- A budget of what exactly the money will be used for (if the application is for a recurring event, accounts from the previous year should also be submitted);
- A description of who the activity is targeted at;
- A description of the proposed outcomes for the use of the money and how this will contribute to The Ireland Funds Japan mission.

A decision will be made by The Ireland Funds Japan board of directors.

Any recipients of a grant-in-aid will be required to submit a short report within three months of the activity taking place, including a financial summary.

For more information about The Ireland Funds Japan please refer to www.irelandfunds.org.

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