

Guidance for Parent & Teacher Associations

Halifax Foundation for Northern Ireland invests in local charities, empowering communities in greatest need to flourish.

Your application must support children who are in greatest need. For example, children in receipt of free school meals, or with special educational needs.

1. You must be a registered charity.

Your groups needs to be a registered with the Charity Commission for Northern Ireland or other charity regulator within the UK or Ireland. If you are registered, your applicant must support people from Northern Ireland.

2. Your application must fit within your charitable purpose as outlined in your constitution.

Your application must be in line with your charitable purpose as outlined in your governing document. Make sure you are familiar with this document, and can align your project to one or more of the objects outlined in your governing document.

3. Your application must not include costs that are the responsibility of the Department of Education / Education Authority

*As an independent Foundation, our funding is **additional to** what is provided by statutory agencies such as the Education Authority, but can never be **in place of** statutory obligation. For example, where costs relate to the direct education of children, this would not be deemed eligible for support, as it is the responsibility of government.*

*However, where costs are considered to be **additional to** or **complimentary of** statutory support that is in place, this would be eligible. For example afterschool activities (where extended schools funding does not exist or stretch)*

Depending on the grant programme that you are applying for, there will be addition eligibility criteria. Please refer to our website for further details. www.halifaxfoundationni.org

We have developed a list of items that we do and don't fund in the school setting. This list is for guidance only. There may be further items that we can consider. If you are in any doubt, please seek the advice of the Grants Team by contacting us at: grants@halifaxfoundationni.org

What we fund?	What we don't fund?
Sensory equipment	Books or stationery items
Afterschool activities	Whiteboards
Counselling	Teaching / teaching assistant salaries
Breakfast clubs	Staff training
Parent training	Special needs assistance
Outdoor play equipment	School running costs such as electricity, heat
	IT equipment (unless for use at afterschool activities)

If you are successful, and are awarded a grant there are a number of stipulations you must be aware of.

1. Your charity is responsible for the grant, not the school in which you are supporting. Funds therefore must remain within the charity bank account, and expenditure must be incurred directly via the charity account. Funds must not be transferred to the school.
2. You must keep financial records for all expenditure. For more information, go to our financial management factsheet found in the FAQ section of the website.