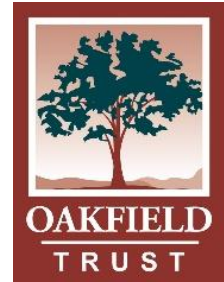


# The Explore Award

## Guidance for Applicants



### Introduction

The Explore award aims to provide a social entrepreneur or team with some funding to explore an idea for a social enterprise. This idea must address a social issue in Ireland. It will cover costs of up to €1,000. Additional support may be available from Oakfield Trust in the future from the other funding support mechanisms if the idea turns into a social enterprise.

### Who Can Apply?

You can apply for Explore if you are aged 16-26, have an idea to generate positive change, and need some funding to get your idea off the ground.

### Section Two: Eligibility Checklist

Applications must meet the following eligibility criteria:

- The applicant is aged 16 or over:
- Is your idea based in Dublin or Ireland.
- Does your idea involve politics or the advancement of religion.
- The project is not already up and running.
- Please confirm you are developing the idea independently or with a small team, not on behalf of a pre-existing, established organisation. This means we cannot fund college/university projects.

If the application does not meet these criteria, it will be ineligible for Explore.

**If you have any questions about eligibility that aren't answered below, please contact us via email at [gebbs@oakfieldtrust.ie](mailto:gebbs@oakfieldtrust.ie) or via phone on 086 1279 362**

### Section Two: Personal Details

This is where you fill out your basic contact details.

If you have any accessibility requirements, please tick the box. Oakfield Trust endeavour to make the assessment process as accessible as possible, so it's important for us to know if you have any requirements.

If you are developing the idea with someone else, please give further details. Please remember that we fund individuals and so you will be the main point of contact.

## Section Four: Your Explore Idea

If you don't have a name for the proposed idea/social enterprise, that's fine – just put n/a.

We don't expect you to have already set up a company or charity to carry out your project, but if you have, please let us know the legal structure and the charity/company number if applicable. You can find this number on the [Charities Register](#) (charities) or the [CRO](#) (companies).

Your idea may work across multiple sectors, but there should be a main sector which fits the idea in the drop-down list. If there isn't, please select the closest fit.

As above, some ideas are carried out in one specific local region; others work across a wider area. If your project will not be restricted to a specific place, please select 'Ireland Wide'.

### Introduction

The introduction to your idea/social enterprise should be brief and factual. Please include:

- What your idea is (a product, a service, an event, a campaign, or other) and what activities you will carry out.
- Is it likely or possible that you can generate some income from the idea?
- The social or environmental issue you are tackling and the positive impact your idea may have.

### Tell us about yourself

Oakfield Trust funds individuals not projects, so we're interested in what makes you the right person to take this idea forward. Passion absolutely counts, but it's also worth considering the following:

- Do you have personal/lived experience of the social problem you're trying to address?
- Do you have any qualifications that will help you deliver your idea? If you're working with vulnerable people, do you have professional/personal experience? Do you have business experience?
- What kind of support network do you have? What skills do they have? What skills do you lack?

You don't have to answer all of the above, but you should show that you have considered some of the points.

**What social issue does your social enterprise or social innovation address?  
What social or positive impact does it make?**

If you are trying to solve a particular problem, tell us how this affects people or the environment and the scale of the issue.

Ideas funded by Explore include:

- **Tacking inequality.** Breaking down barriers in society due to age, disability, gender, gender identity, sexual orientation, ethnicity, religion, economic deprivation, or any other unjust reason.
- **Bringing people together.** Creating events or social spaces that are inclusive and welcoming, reducing isolation and building connections.
- **Promoting positive mental health.** Battling stigma and prejudice and helping people with mental health issues to reach out.
- **A greener world.** Reducing negative impact on the environment and creating a more sustainable future.
- **Caring for others.** Working to support and look after the more vulnerable members of our society, including children, the elderly, the sick, and individuals affected by financial hardship or homelessness.

But that's just the tip of the iceberg. If you have an idea that doesn't fall under the above themes, we're still excited to hear about it.

### **Is your social enterprise idea one which sells, or will sell goods or services?**

It must have an income. Give details here of how it would make money.

### **Is your idea sustainable and can it have long-term impact by generating income of its own?**

We are particularly keen to support projects that have some way to generate income and continue making a difference over the long term. Don't worry if you haven't thought about this in any detail – this is something Oakfield Trust can help you with – but if you have ideas on how to generate income, let's hear them.

### **Business Model and Sustainability**

Oakfield Trust only support social enterprise ideas that show potential for sustainable business models in the future. It is important, even at this early stage, that your idea has good potential for sustainability. If that research and work isn't done at this point, then you need to do a little bit in order to indicate the potential for the idea. Then it may be that you can use Explore funding for further research and feasibility studies etc.

Use the field in the online application to give us important information with regard to feasibility and the business model – such as:

- Is there a market for the enterprise's services/products?
- Have you identified your competition?
- Are there other organisations providing similar services/products?
- Are there other organisations providing different services/products, but potentially in

the same market?

- What might your pricing structure look like for your services/products?
- Are your customers willing to pay these prices?
- What might your costs be?
- How will you make a profit?
- Any other relevant information.

### **How will you measure and show success?**

We're also keen to support projects that can deliver a measurable difference to society. Again, don't worry if you haven't thought about this in any detail, but if you have an idea of how you'll measure the difference you're making, please provide details here.

### **Section Five: Budget**

Please provide us with a list of the items you want to spend your award money on, and how much each will cost. This request will form the basis of your award if you are successful.

Any costs associated with delivering your idea are eligible, but we'll let you know if anything doesn't fit the bill. While we don't require quotes at application stage, the more specific these costs are, the better.

### **Section Six: Bank Details**

Here you need to provide us with your bank details to ensure swift payment if you're successful. The details provided should be your personal bank account.

#### **Bank Account Name**

This should be the account holder's name as it is presented on your bank statement, **not** the bank/building society name.

#### **IBAN Number**

The IBAN consists of up to 34 alphanumeric characters. In Ireland, the standard length of an IBAN is 22 characters. Example: IE64IRCE92050112345678

#### **BIC Code**

A BIC (Bank Identifier Code) is often called SWIFT Codes and can be either 8 or 11 characters long. For example BOFIIIE2D

### **Section Seven: Equal Status**

We only use equal opportunities information for statistical purposes, and it will not form part of your application assessment.

If there are any questions that you would prefer not to answer, please leave the field blank.

## **Section Eight: Data Retention**

Data Retention Declaration.

## **Section Nine: Data Protection and Submit**

And you should now be ready to submit! If you've missed any required fields, the form should let you know.

If you're having issues submitting your application, please email us at [gebbs@oakfieldtrust.ie](mailto:gebbs@oakfieldtrust.ie) or give us a ring on 086 1279 362.

## **What Happens Next?**

### **Stage 1.**

Submit your application online to introduce your social enterprise or your idea. If your application is eligible, after the closing date it will move to Stage 2.

### **Stage 2.**

After the closing date all applications will be assessed. We will either let you know of our decision or ask for more information.

### **Stage 3.**

If you are unsuccessful, we will let you know ASAP by email. If your application is successful, we will email you the amount of funding you are approved for and inform you of any conditions that need to be satisfied to draw down the funds.

In the event that your application is not successful, we will notify you by email with panel feedback.

## **Any Questions?**

If you have any queries at all or would like to speak to us before applying, please give us a call on 086 1279 362. Good luck!