

Youth Education Resource Fund 2025 - Application Form
Co. Roscommon Youth Service Two, Roscommon LEADER Partnership in partnership
with the Irish Prison Service Castlerea Co. Roscommon

The Youth Education Resource Fund aims to provide modest but meaningful financial support to families, helping to reduce barriers that may prevent **young people aged between 16 and 24 years of age** from accessing opportunities in education and training. The fund is designed to empower youth to pursue their goals in academic studies and avail of training opportunities. Funding may be distributed across multiple applications, depending on the number of submissions and individual needs.

This fund supports young individuals in enhancing personal growth, expanding career prospects, and encouraging meaningful contributions to their communities. We believe that small interventions can make a big difference, enabling young people to participate, progress, and thrive.

Funding can be used to cover: **Education or Training-Related Expenses**

- **IT Equipment**
(e.g., laptops, tablets)
Essential devices used to participate in online or in-person learning, complete coursework, and access educational platforms.
- **Accommodation**
Housing costs incurred while attending a course or training program away from home.
- **Software or Digital Tools**
Programs or subscriptions necessary for study, such as word processors, design software, or coding environments.
- **Course Materials and Learning Resources**
Includes textbooks, notebooks, online resources, printing costs, or any other materials required for coursework and study.
- **Registration or Participation Fees**
Costs related to enrolling in or participating in courses, exams, workshops, or training programs.
- **Travel Costs**
(e.g., Leap Card top-up, train tickets, Luas tickets)
Transportation expenses for commuting to and from the education or training venue



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Youth Education & Training Resource Fund 2025 - Application Form

- Please make sure you **fully complete your application** form including **checklist, criteria** and attach all relevant documents before submitting.
- **Incomplete applications** cannot be considered and will be returned to you so that you can complete the information required

Criteria (Please tick ✓):

I live in the catchment area of Co. Roscommon	
My household income is under €60,000 for 2024	
I am aged between 16 and 24 years old	
The course provider I have chosen is a public college (Not a private provider)	
I am engaged in an accredited course at levels 5-9 on the National Framework of Qualifications. If you are entering 1 st year of an apprenticeship , you are welcome to apply	

Support Documentation Checklist (Please tick ✓):

If over 23 or living independently:	
SUSI Assessed Reckonable Income Statement (Full Document) or	
Statement of Liability (P21) 2024 if working (available from Revenue.ie) and/or	
Statement of Social Welfare Income 2024 (available from Intreo office)	
If under 23 and living with parents/guardians:	
SUSI Assessed Reckonable Income Statement (Full Document) or	
Statement of Liability (P21) 2024 for all parents/guardians if working	
Statement of Accounts if parent(s) are self-employed and/or	
Statement of Social Welfare Income 2024 (available from Intreo office)	
For ALL applicants	
Student card or course/apprenticeship registration letter (Once the course has started)	
Proof of address if differs from address on documentation submitted	
I have read and signed the data consent and declaration (at the end of this form)	



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Personal Details (Please complete all sections)

Name:	
Address:	
Term Time Address: (If different)	
Date of Birth:	
Phone No:	
Gender:	
Email:	

Income Details:

Please tick ✓ the relevant box which describes your current status:

Dependent student: aged 17-24 living with and dependent on Parents/Guardians' income	<input type="checkbox"/>
Independent student: living independently and not dependent on your family's income (applicant must provide proof of independent living – utility bill in applicant's name)	<input type="checkbox"/>
Total household income for 2024 (social welfare/revenue)	€ _____

How many people are living in your home? (Please fill all boxes below with a number)

Adults (your parent/guardian/partner):	
Children/Dependents 18yrs+ (including your children or brothers/sisters):	
Children/Dependents Under 18yrs (including your children or brothers/sisters):	
Total number of people in the household: (including yourself)	



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Course Details (Please give as much detail as possible)

Course/apprenticeship title:
College:
Duration of course:
QQI/NFQ level of course/course Apprenticeship year:
Class hours per week:

How are you funding your course (Please tick ✓ all the options below that apply to you)

Back to Education Allowance (BTEA)	<input type="checkbox"/>	No Funding	<input type="checkbox"/>
SUSI	<input type="checkbox"/>	VTOS	<input type="checkbox"/>
Other (Please State)			

Previous Education:

Highest level of educational qualification you have been awarded (please tick):

No Qualification	<input type="checkbox"/>	Primary School	<input type="checkbox"/>	Inter/Junior Cert	<input type="checkbox"/>
Leaving Cert Applied	<input type="checkbox"/>	Leaving Cert	<input type="checkbox"/>	NFQ Level 6	<input type="checkbox"/>
NFQ Level 7	<input type="checkbox"/>	NFQ Level 8	<input type="checkbox"/>	NFQ Level 9	<input type="checkbox"/>
Previous Course Title:					
Year of Course:					
Other Education (including courses started but not completed) (Please tell us if you have received a certificate or award)					



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Have you received funding or supports from the Roscommon LEADER Partnership, in the past?

Yes (please provide details)	
No	

Please state how much money you require from the Education Resource Fund under the following categories:

IT Equipment <i>(e.g., laptops, tablets)</i> Essential devices used to participate in online or in-person learning, complete coursework, and access educational platforms.	€
Accommodation Housing costs incurred while attending a course or training program away from home.	€
Software or Digital Tools Programs or subscriptions necessary for study, such as word processors, design software, or coding environments.	€
Course Materials and Learning Resources Includes textbooks, notebooks, online resources, printing costs, or any other materials required for coursework and study.	€
Registration or Participation Fees Costs related to enrolling in or participating in courses, exams, workshops, or training programs.	€
Travel Costs <i>(e.g., Leap Card top-up, train tickets, Luas tickets)</i> Transportation expenses for commuting to and from the education or training venue	€
Other materials needed (Please give as much detail as possible)	
Expected Costs (Maximum €2,000)	
	€ _____
Please note that any drawdown of Education Resource Fund granted by Roscommon LEADER Partnership can only be done on the production of valid in date receipts.	



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Please give any further information you would like to add in support of your application. Give as much detail as possible to make a case as to why you need the Education & Training Resource Fund:

Tell us about yourself, background, interests/hobbies. Hopes for the future / what this course means to you.



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Data Consent and Declaration:

Data Consent:

Roscommon LEADER Partnership (RLP) provides support to individuals under a variety of programmes and funding sources. RLP's funders require us to collect information on the people we work with so that we know more about them and the supports they may need. We store this information on paper forms and on various electronic databases relevant to the services you receive. The information you provide us with will be held for a maximum of seven years from when you are last in contact with us. The information we record about our clients is used for five main purposes which are outlined in section 5 of the confidentiality and data protection statement (overleaf). The information we record about our clients is used for five main purposes;

1. To establish if you are eligible for the services we offer.
2. To review how we supported you to ensure you received the best possible service.
3. To share your information with other service providers (e.g. contacting a potential employer or making an appointment with another service). This will only be done where relevant to your personal action plan or as part of shared care planning and with your prior agreement.
4. To produce statistics which help us review and plan our services.
5. Your data may be reviewed by our funders as part of a programme audit.

I understand that RLP will record, store, and share my information and the information provided by me will not be disclosed otherwise than in accordance with the law. I have received a copy of the RLP Confidentiality & Data Protection Statement which I understand. I have given my consent for RLP to store personal and sensitive data for the purpose of my resource fund application. I understand that I can refuse or withdraw my consent to provide sensitive information and for future contact if I wish and this will not affect the service I receive.

Optional: I would like to be included in a WhatsApp Group for any additional supports and information regarding education from the Roscommon LEADER Partnership. I consent to my mobile number being added to this group. YES NO

Declaration and Signature:

I hereby declare that the above information, in applying for the Education Access Fund 2025 is true and correct to the best of my knowledge. Furthermore, I give permission to allow additional information of relevance to this application to be sought from, or shared with, others as appropriate.

Signed

Date



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How your Education & Training Resource Fund is assessed

Applications are decided upon whether they are high, middle, or low priority.

- **High priority:** You are currently receiving no financial support apart from the SUSI maintenance grant. My parent(s)/guardian(s) have no employment income and rely solely on social welfare assistance as their primary source of income. Additionally, you are an active member of Roscommon Youth Service 2, which supports my ongoing personal and educational development.
- **Middle priority:** You are living independently and receiving financial support through the Back to Education Allowance.
- **Low priority:** You are receiving Back to Education Allowance and the parental/guardian's income is formed from social welfare assistance and other income.

*Priority will be given to households with a greater number of dependents relevant to the categories outlined above. All other applications will be considered if funding is available.



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Education & Training Resource Fund Application Form Guidelines

Please read the eligibility criteria to ensure that you are eligible to apply.

Dependent Students (aged between 16 and 24 and living with parents/guardians) you must provide the following:

Proof of address within Co. Roscommon

Proof of income for applicant (if you have an income) and parents'/guardians' income e.g.

- SUSI statement of household income **Full Document (or)**
- 2024 social welfare statement for income for social welfare recipients (Intreo) **(or)**
- Statement of Liability (P21) for 2024, if you or your parents were employed in 2024 (can be requested at www.revenue.ie)

For ALL applicants

- Course Letter of Registration (**not acceptance letter**) or results of previous year if progressing (or) Valid Student Card*
- **If you have a **letter of registration or student card** you should submit a copy with your application. If you do not yet have these documents, we will accept a copy of your student card when you sign your funding agreement (if successful). No funding will be issued without a valid student card or letter of registration/statement of results from previous year)*

*****PLEASE NOTE *****

- **Proof of Address is required for all applicants to the Education Resource Fund**
- **Submission of an application to this Education Bursary Fund does not guarantee that your application will be successful. All applications will be assessed based on eligibility criteria and available funding.**

Independent Students (living outside the family home) you must provide the following:

1. **Proof of Address** you must provide evidence that you are living independently and documents relating to income – this can be:

- **A utility bill in your own name** or if the bills in the household are in your spouse's name, please provide your marriage certificate with the utility bill. Examples of utility bills are landline or telephone (we do not accept mobile phone bills), fixed broadband, gas, electricity, cable/satellite television bill. **(or)**
- A letter confirming your address is **registered with the PRTB** (Private Residential Tenancies Board) **(or)**
- **A Local Authority lease agreement**, for example under the Rental Accommodation Scheme (RAS) **(or)**
- A letter confirming the receipt and period of rent or mortgage supplement **(or)**
- Official documentation posted to you at this address and relating to your residence there, for example, a letter from the Department of Social Protection confirming rent allowance

2. **Proof of Income**

As an independent student you will be assessed under your own and your spouse, civil partner, or co-habitants' income in determining your eligibility for funding.

- SUSI statement of household income **Full Document (or)**



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- 2024 social welfare statement for income for social welfare recipients (Intreo) (and/or)
- Statement of Liability (P21) for 2024, if you or your spouse were employed in 2024 (can be requested at www.revenue.ie)

Please return to bursary@ridc.ie

Closing Date: Sunday 24th August 2025.

If you have any queries, please contact Aoife Guihen on 086 603 6050
aofeguihen@ridc.ie



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