Register Now!

Grants Application Portal

Organisations seeking total funding of more than €30,000

GLOBAL IRISH

Government of Ireland
Emigrant Support Programme

An Roinn Gnóthaí Eachtracha agus Trádála
Department of Foreign Affairs and Trade

How to Guide

For More information visit
Ireland.ie/EmigrantSupportProgramme

Registering

Follow this step by step guide

Important to note: Your organisation should only be registering under the Grants Application Portal if you are seeking more than €30,000 in total.

Applying for less? Visit Ireland.ie/EmigrantSupportProgramme for information on the Small Grants Scheme.

Step 1 – Where?

The Grants Application Portal can be found on Ireland.ie under the Emigrant Support Programme section or visit *funding.dfa.ie*

Click on the link provided and it will take you to the home page.

🏠 | Register | DFA | Irish Aid | Contact Us | Sign in

Click 'Register' and it will bring you to the registration page

Registering

Step 2 – Entering your details

Before entering your organisation's details, please read the terms and conditions and click 'yes' to accept once you are ready.

I have read and agree to the Terms and Conditions

Accept Terms and Conditions
◉ Yes ○ No

If your Organisation has never been registered on this Portal, choose "New Organisation". Otherwise, choose "Existing Organisation". Enter your Organisation Name and Password.

Organisation Details

Are you registering with an existing or new organisation? *

Select

Organisation Name *

Organisation Password *

Organisation Password Guidelines:
Organisation not yet registered? Create a unique Organisation Password. Share this password securely with other users from your organisation to link them to your account.

Registering

Complete the section "Contact Person's Details".

You will also be asked to enter a CAPTCHA code. Fill in what you see.

Contact Person's Details

Title

First Name *

Middle Name

Surname *

Business Email *

Business Phone Number *

In this example, the code is **PB98qNJ**

PB98qNJ

Generate a new image
Play the audio code

Enter the code from the image
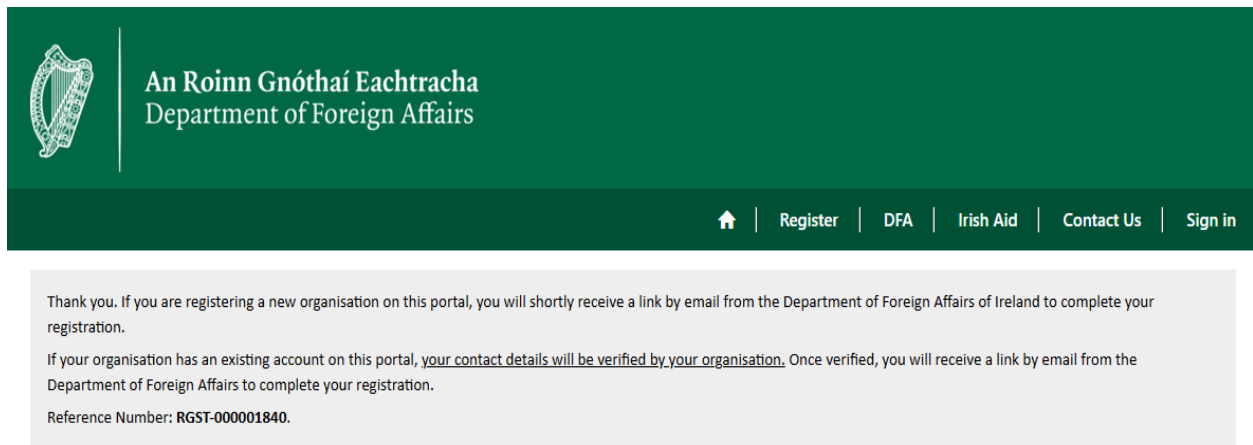
Submit

Check over your details carefully. If you are satisfied with your registration click 'submit'.

Registering

Step 3 – Submit

An Roinn Gnóthaí Eachtracha
Department of Foreign Affairs

🏠 | Register | DFA | Irish Aid | Contact Us | Sign in

Thank you. If you are registering a new organisation on this portal, you will shortly receive a link by email from the Department of Foreign Affairs of Ireland to complete your registration.

If your organisation has an existing account on this portal, your contact details will be verified by your organisation. Once verified, you will receive a link by email from the Department of Foreign Affairs to complete your registration.

Reference Number: RGST-000001840.

The e-mail you receive should look like the below example. Please click the link to reset your password and complete your registration

Thank you for applying to register on the Grant Application Portal of the Department of Foreign Affairs of Ireland.
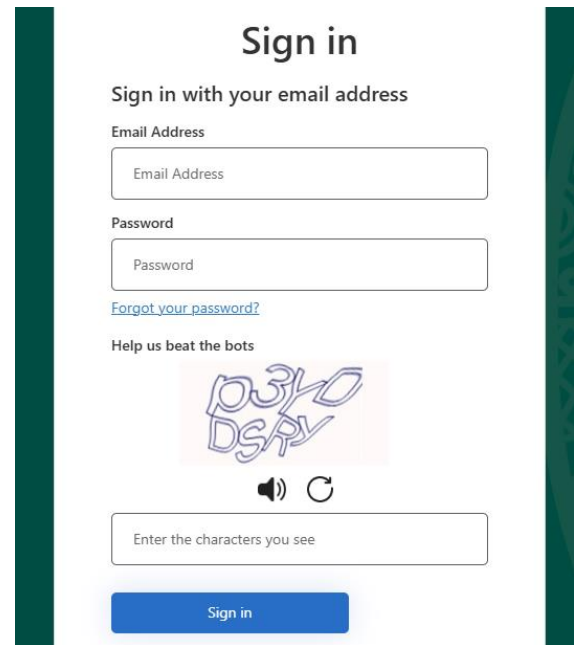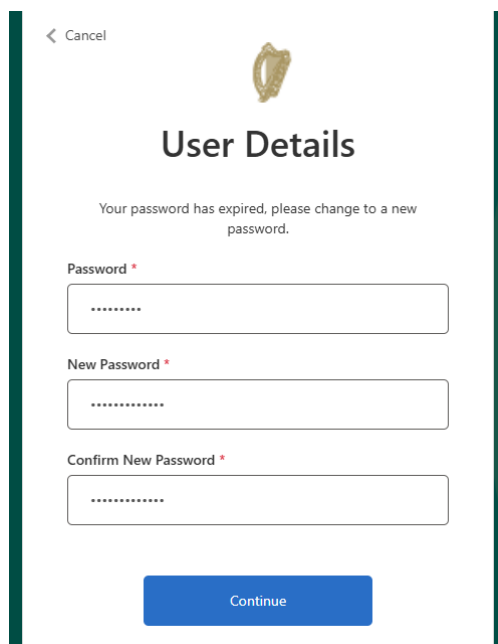
Your temporary password is ****

Please click here to complete your registration.

If you received this message in error, please contact the Department of Foreign Affairs of Ireland at PortalAdmin@dfa.ie.
****

Registering

Enter your email address and the temporary password and enter the CAPTCHA code, then click 'sign in'.

This code is **p3YDDSRY**

Sign in

Sign in with your email address

Email Address

Email Address

Password

Password

Forgot your password?

Help us beat the bots

Enter the characters you see

Sign in

< Cancel

User Details

Your password has expired, please change to a new password.

Password *

••••••••••

New Password *

••••••••••••

Confirm New Password *

••••••••••••

Continue

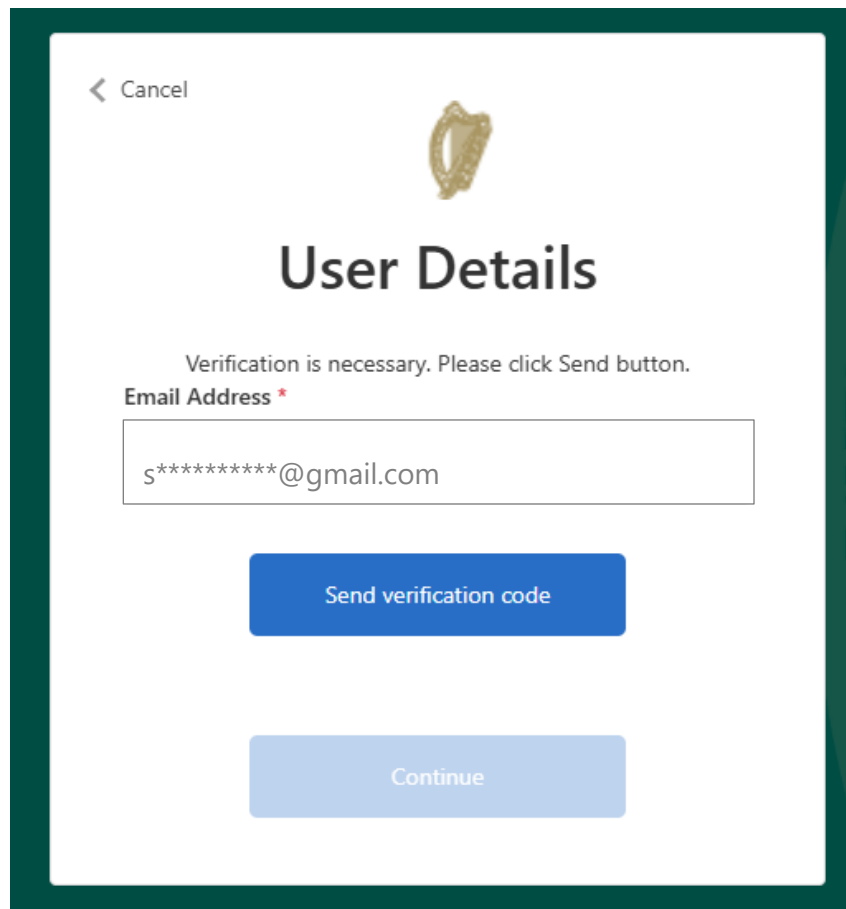Next enter the temporary password in the first box.

Once you have created and confirmed your personal password, click 'Continue'.

Registering

Step 4 – Verification

After you have set up your new personal password and clicked "Continue" you will be asked to verify your email address.

Enter your registered e-mail address and click 'send verification code'. A unique six-digit code will issue to that address.

‹ Cancel

User Details

Verification is necessary. Please click Send button.

Email Address *

s**********@gmail.com

Send verification code

Continue

Registering

Key in the verification code, click "Verify code" and then "Continue". This will take you to your organisation's profile page.

< Cancel

User Details

Verification code has been sent to your inbox. Please copy it to the input box below.

Email Address *

s**********@gmail.com

Verification code

258397

Verify code   **Send new code**

Continue

After registering your organisation on the Grants Application Portal you must now fill in your organisation and contact details by going into the 'Manage Contacts & Organisation' tab as seen below.

An Roinn Gnóthaí Eachtracha
Department of Foreign Affairs

Home | Applications ▾ | DFA | Irish Aid | Contact Us | Manage Contacts & Organisation

Registering

My Organisation Details

Organisation Name ↑	Email	Primary Contact	
GMS Training Test 2025		GMS Training Test 2025	▼
			Edit Organisation details

It is important to fill out the 'Main Information' and all details that are applicable to your organisation. Once you have completed all applicable fields, press submit.

IMPORTANT: It is vital that you select the correct currency that you are applying under when filling in this section

Once you have completed all applicable fields, press submit.

Submit ⬅

For Any Queries or Assitance in relation to Technical Difficulties please contact Portaladmin@dfa.ie

Visit Ireland.ie/EmigrantSupportProgramme