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| **G:\WINWORD\Administration\Logos\Laois County Council.JPGLaois Federation of Tidy Towns** **Application for Tidy Town Grant2020** **Completed application forms may be submitted by post OR email.** |

\*When completing this application form, please read the accompanying General Conditions and Notes (at the end of this form) to ensure that your project is suitable for grant funding, and that necessary requirements are being met.

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| 1. Applicant Details – please include all relevant contact details here |

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| Organisation Name(as per Tax Clearance Certificate):Address:Contact Person:Email address/phone number:  |

Project Start Date: Estimated Project End Date:

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| 2. Project Title and Description |

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| 3.What theme will your project link in with the national competition |

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| Please tick all those that apply to your project |
| Community – Your Planning and Involvement |  | Streetscape and Public Places |  |
| Green Spaces and Landscaping |  | Nature and Biodiversity in your locality |  |
| Sustainability – doing more with less |  | Tidiness and Litter Control |  |
| Residential Streets and Housing Areas |  | Approach Roads, Streets and Lanes |  |
| Community Climate Action  |  |  |  |

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| 4.Grant Details: |

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| Please outline your expenditure |
| Description | Cost |
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| 4. Have you any other funding partners/arrangements for your specified project? If so, please list here |

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| **5. Applicant’s Authorisation for Assessment, Audit and Data Retention**  |

* All particulars as entered above, and any supplementary materials supplied in support of this application, are correct as of the date of this signature.
* I consent that my application form will be assessed based on the attached criteria and understand that it may or may not receive a funding allocation.
* I consent that if my application is successful, my full application form will be held by the relevant Local Authority in line with appropriate data retention policies (currently 7 years).
* I consent that if my application is unsuccessful, my full application form will be shredded by the relevant Local Authority but a computer record outlining my contact details will be kept in line with appropriate data retention policies (currently 7 years).
* To ensure appropriate governance, I acknowledge that my application may be subject to audit. It should be noted that this form and any subsequent correspondence may be subject to release under the Freedom of Information Acts and under the European Communities (Access to Information on the Environment) Regulations.
* ***To ensure transparency of funding allocations, a completion report must be provided before 30October 2020(completion report form will be provided in September 2020***).

Signed:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_ Date:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

(on behalf of your Committee)

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| Please return your grant application by Friday, 29th May (4pm) |

Completed application forms should be returned to
Suzanne Dempsey, Environmental Awareness Officer,
Laois County Council, Environment Section, Áras an Chontae, Portlaoise, Co Laois.

If you have any queries/comments, please contact Suzanne Dempsey on 0871336557 or email: sdempsey@laoiscoco.ie

***Both postal and email applications are accepted but please choose one option when returning your grant application.***

All grant applications will be acknowledged on receipt and a further update will be provided once assessment has taken place.

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| General Conditions& Notes |

*General Conditions:*

1. Completed application forms should be returned by 4pm, 29 May 2020 at the latest. Groups must be tax compliant.
2. Progress on projects should be monitored and all successful applicants are required to furnish and return a completion report by 30October 2020.
3. In order to ensure that the fund prioritises locally identified environmental needs, all projects should complement a minimum of one of the various categories of the National Tidy Towns competition. However, your Committee can still apply for a grant irrespective of your involvement in the national competition.
4. Applicants must ensure that relevant projects (i.e. if your project is engaging children in an activity) are carried out in accordance with all Child Protection Policies and Procedures currently in place by Laois County Council.

*General Notes to Applicants:*

1. Tidy Town committees can avail of funding under two separate schemes:
	1. Tidy Towns Grant and
	2. Local Agenda 21 EPF Grant

Please note projects will not receive double funding from these schemes. It is important to note that it is not possible to apply for funding for any other grant scheme available through the Environment Section.

1. Projects should complement the ongoing work of the committee in a minimum of one of the following National Tidy Town’s competition areas (*please seeGeneral Condition C above).*
2. All appropriate insurances and ongoing maintenance plans should also be in place prior to funding being secured.
3. Laois County Council reserves the right to request a completion report from successful applicants. Failure to supply this may result in future applications not being considered.
4. It should be noted that this form and any subsequent correspondence may be subject to release under the Freedom of Information Acts and under the European Communities (Access to Information on the Environment) Regulations.
5. Finally, it is the responsibility of all Groups to ensure they comply with all relevant legislation and guidelines regarding Health & Safety. Laois County Council will not be liable for any failures in such compliance or issues arising from same.