

Meath County Council

Burial Ground Grant Scheme Application Form 2023

Part A	Contact / Group Details
Name of Group / Organisation: _____	
Name _____	of _____ Contact _____ Person: _____
Position in Organisation: _____	
Contact Address: _____	
Phone No: _____	Email: _____
When _____	was _____ your _____ Group _____ set up? _____
How many members in your Group? _____ How often do you hold meetings: _____	
<i>(If your group is not affiliated with Meath PPN, joining is easy, further information and a registration form are available at www.meathppn.ie/join-now)</i>	

Part B	Graveyard / Burial Ground Details
Name of Graveyard/Burial Ground: _____	
Townland: _____	
Ownership: _____	

Part C	Legal Status
Is the site a Recorded Monument / National Monument?	
Yes: <input type="checkbox"/>	No: <input type="checkbox"/> Reference No (if applicable): _____
<i>To check please refer to 'Record of Monuments and Places for County Meath' available at local libraries and the Planning Office, Meath County Council, Buvinda House, Dublin Road, Navan, Co. Meath or consult www.archaeology.ie</i>	
Are there any Protected Structures associated with the site? _____	
Yes: <input type="checkbox"/>	No: <input type="checkbox"/> Reference No (if applicable): _____
<i>To check please refer to the 'Record of Protected Structures for County Meath' listed in the Meath County Development Plan 2013-2019 (Appendix 8) – available at local libraries, the Planning Office, Meath County Council, Buvinda House, Dublin Road, Navan, Co. Meath or to download at www.meath.ie</i>	

Part D**Project Description and Timetable**

Location of proposed Works: _____

Brief description of proposed works: _____

When is it intended to commence and complete works? _____

Please confirm that your group has permission to carry out these works (Please submit copy of permission along with your application) _____

NB Please enclose/attach photographs showing location of proposed works

Part E**Project Cost**

Total Estimated Cost of Project: _____

Amount of Grant Sought: _____

Breakdown of cost:**Summary of Cost Items****Amount (€)**

Summary of Cost Items	Amount (€)
Total of Costs	

Part F**Insurance**

Does your Group hold Public Liability Insurance: Yes: No:

Details of Insurance Company and Policy Number: _____

Part G**Details of other funding received**

Has your group received any other grants or monies from the Council or any other organisation? If so please supply details _____

Have you or a representative of your group previously attended the workshop on the care and conservation of graveyards Yes: No:

Part H	Checklist
Please use this checklist to ensure that your application is complete.	
All questions on application have been completed	<input type="checkbox"/>
Details and Public Liability Insurance included	<input type="checkbox"/>
Photographs of Graveyard included	<input type="checkbox"/>

Part I	Declaration
I have read the above and the attached guidelines and I certify that the information provided on this form is a true and fair representation of this organisation's/group's position.	
Name _____ (CAPITALS)	Signature: _____
Position in Group: _____	Date: _____

Late applications will not be accepted. Please return completed application form to Community Department, Meath County Council, Bvinda House, Dublin Road, Navan, Co. Meath, C15 Y291 or by email communitygrants@meathcoco.ie by 5pm on Friday 10th March, 2023

Note in relation to data protection:
 The personal information (data) collected on this form, including any attachments, (which may include the collection of sensitive personal data) is collected for the purpose of processing this application and any data collected is subject to Meath County Council's privacy statement which can be found at <http://www.meath.ie/Data Protection/>

Burial Grounds Grant Guidelines

We support the enormous effort which groups around Meath undertake to maintain and manage local graveyards and burial grounds.

Providing a resting place for our ancestors, these sites are very important elements of our local community and are valuable in terms of built, natural and cultural heritage and as repositories of local genealogy, sculpture and art.

Who can apply?

The Burial Ground Grant Scheme will provide financial assistance to county based Graveyard / Burial Ground Committees who work voluntarily to enhance and maintain their local graveyards / burial grounds. This scheme is administered by the Community Department of Meath County Council.

A grant up to a maximum of €750 or 90% of the cost of the works may be made available to successful applicants. The amount of grant paid to an individual group will depend on take-up of the scheme in the county and overall expenditure incurred by each group.

Eligible works / projects:

- Graveyard / Burial ground maintenance
- Recording Schemes
- Conservation Reports / Studies

Conditions & Guidelines of the Scheme:

- In implementing this grant scheme, Meath County Council is working within the public sector equality and human rights duty, and seeks projects that engage the values of dignity, inclusion, and democracy as set out and defined in its equality and human rights values statement <https://www.meath.ie/system/files/media/file-uploads/2021-04/Meath%20County%20Council%20Equality%20and%20Human%20Rights%20Values%20Statement.pdf>
- The scheme is open to works on all graveyards/burial grounds in Meath
- Voluntary labour costs are ineligible for funding.
- Please note that receipts and the grant claim form must be submitted on completion of your project before the grant payment will be made
- During the assessment of grant applications consideration will be made where a group were awarded a grant in the previous two years but did not draw down the grant.
- Registered and insured groups can apply for the grant
- Groups must have Public Liability Insurance to the appropriate level for the works being undertaken
- Groups must be registered with Meath Public Participation Network. Further information and a registration form are available at www.meathppn.ie/join-now
- All maintenance works funded shall be carried out in accordance with the Department of Culture, Heritage and the Gaeltacht and National Monuments requirements and 'Guidance for the Care, Conservation and Recording of Historic Graveyards' published by the Heritage Council. This document is available to download at
- https://www.heritagecouncil.ie/content/files/guidance_care_conservation_recording_historic_graveyards_2011_7mb.pdf

- Larger scale works which may be deemed a construction activity must not commence without prior authorisation by Meath County Council and / or National Monuments Service. Construction activities may be defined as:
 - Building
 - Repairing
 - Demolition
 - Conserving
 - Site clearance
 - Excavating

These can apply to any part of the burial ground and graveyard site. Examples of construction works include rebuilding a boundary wall and repairs to structures.

Any construction activity requires a number of measures to be in place prior to commencement, these include:

Health & Safety – the persons/contractor undertaking the construction activity must be assessed and approved by Meath County Council to ensure the works are undertaken with current Health and Safety legislation (if applicable).

We have produced a *Health & Safety & General Guidance for Voluntary Works in Burial Grounds* which should be read before works start.

Legal Status

The Record of Monuments and Places is the statutory inventory of sites protected under the National Monuments Acts (1930-2004), most historic graveyards are protected. The Record of Monuments and Places for County Meath is available at local libraries, the Planning Office of Meath County Council, Buvinda House, Dublin Road, Navan or online at www.archaeology.ie.

Any works that:

- cause ground disturbance, or
- works to the built fabric (including walls, buildings and boundaries)

will require two months written notification to be submitted to the National Monuments Service

Where a graveyard in the care/ownership of Meath County Council, ministerial consent under Section 14 of the National Monument Act 1930-2004 may be required where the graveyard is a national monument.

For further details please consult www.archaeology.ie

Planning Permission – depending on the nature of the works planning permission may be required.

Closing date for receipt of the Burial Ground Grant applications is

5pm on Friday 10th March, 2023

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