

Knockharley Environmental & Community Projects Grant Scheme

Guidelines

PLEASE READ THIS SCHEME IN FULL BEFORE YOU SUBMIT YOUR APPLICATION

ALL SECTIONS OF YOUR APPLICATION FORM MUST BE COMPLETED IN FULL. OTHERWISE, THE APPLICATION WILL BE DEEMED INVALID

Meath County Council and the Knockharley Community Liaison Committee wish to invite applications for the Knockharley Community Grant Scheme for 2025. This grant aid is available to Voluntary and Community groups/organisations "...towards the provision of environmental improvement and recreational / community facility projects in the vicinity of the proposed Landfill facility..." (ABP PL 17.124891, ABP P/01/5006 & ABP PL17.303211-18)

1. Aim

To identify appropriate environmental, recreational and community projects which will mitigate the impact of the Landfill Facility on the local community.

2. Area's that qualify for the Grant Scheme (within County Meath only)

The local area to benefit generally from environmental community projects and works is determined by the committee as comprising of the town lands or part of the town lands hereunder as delineated in red on Map No. 1, Appendix A, and herein afterwards called 'Knockharley/Kentstown District'. A project's proximity and direct benefit to populations living within the hatched area highlighted in red on map 1 Appendix A, shall always be a material consideration in the disbursement of funding under the scheme.

- Hayestown/Carnuff Little, east of Local Road L-5053 and south of L-1013
- Seneschalstown, south of L-1013
- Painestown, south of L-1013
- Thurstianstown, south of L-1013
- Rathdrinagh, south of L-1013 & L-1613
- Tuiterrath
- Flemingstown
- Balrath and Ballymacarvey, west of National Primary Route N2
- Burtonstown
- Danestown, north of L-10011
- Cusackstown
- Walterstown, east of L-1003 and north of a line from the southwestern corner of Cusackstown to a point of intersection with L-1003
- Monktown, east of L-5053
- Slanduff
- Kentstown
- Brownstown, east of L-5053
- Veldonstown
- Knockharley
- Curraghatown

Projects received from outside of the Area delineated in red on Map no. 1, and who fall within a 5 km radius of the Knockharley Landfill Facility (as delineated in blue on Map No 1), may be considered by the Knockharley Community Liaison Committee and the Council at their absolute discretion taking into account the significance of such projects to local communities and the overall level of funding available in the relevant year together with the number and nature of other applications on hand.

3. What is the grant for?

3.1 Amenity / Environmental Projects in public open spaces:

The scheme proposes to give grants to community groups engaged in environmental type activities in public open areas. Such activities may include:

- Tree/shrub planting
- Public area enhancement
- Hanging baskets/window boxes
- Installation of seats/picnic tables
- Name stones/welcome signs
- Purchase of gardening equipment etc.
- Creation of wildlife areas
- Heritage/restoration projects
- Environmental Protection

3.2 Community Grants

The scheme proposes to give grants to community groups engaged in community and recreation activities and projects. **There must be a community gain element to these projects.** Such projects and activities may include:

- Upgrading / general maintenance of community facilities that are owned or leased on a long-term basis to the community.
- Community days/weeks
- Development of a local community owned newsletter / Publications
- Community Games events in the local community
- Social Inclusion Projects benefiting the community
- Sports Projects
- Community run Youth Projects
- Technical Assistance
- Community Festivals
- Equipment for community use excluding personal equipment. Personal equipment is defined as equipment that can be used by an individual for individual benefit e.g., personal laptops, football jerseys etc. as opposed to being available to the community at large
- Preparation of development and action plans for local groups, local research, feasibility studies and training.

3.3 Match funding: Applications will be considered from groups who require match funding to access national funding schemes such as the Sports Capital Programme.

Who can apply for the grant?

- Community Groups
- Residents Associations
- Community Youth Groups
- Tidy Towns Committees
- Charities working with community groups
- Sporting Organisations
- Schools Parents associations – Extra Curricular Community Activities only

3.4 Who/what is not included in the scheme

- Grants are not available for individuals/organisations that are engaged in business for profit activities
- Operational expenses, e.g. rent, energy costs, insurance costs, are not eligible for funding under the terms of the scheme
- Expenditure incurred prior to grant approval will not be funded
- Entertainment expenses, training costs, Christmas parties, outings and travel costs are not funded.
- In relation to schools or parent teacher associations, works, projects or equipment which are deemed the financial responsibility of the Department of Education and skills are not funded

4. General Overall Criteria

- Projects must show community gain and fall within the scope of the Scheme.
- Incomplete applications will be deemed invalid and will not be considered.
- For projects exceeding €2,500, 3 official quotes must be submitted with your application or 5 quotes for construction works. Otherwise, a minimum of 1 official quote must be submitted. Quotes must be on headed paper and must include VAT numbers and items listed must relate to the project. (See No 11 below)
- In relation to Part D of the application form, copies of relevant leasing agreements and/or deeds must be supplied.
- Groups / organisations must be located within the general vicinity of the Knockharley Landfill Facility **or** must be of benefit to the residents who live within this vicinity **or** carry out the bulk of their activities within this area.

5. Application Assessment

- Each application will be assessed based on the information provided on the form therefore it is essential that all relevant/key information is submitted.
- Once applications are assessed, grant funding will then be allocated

6. Group Registration

Groups / organisations availing of a grant must be formally established, and must produce at least one of the following:

- Proof of Registration of the Meath County Council Public Participation Network PPN
- Articles of Association / Constitution and Minutes of last AGM
- Committee membership
- Income and Expenditure Account
- Banking/Credit Union Documentation in the name of the Community Group
- Insurance documents (if applicable)
- Charitable Status Number
- Sports Exemption Number
- Confirmation letter of registration from Governing Body e.g. National Tidy Towns

7. Background Documentation

The following documentation, where applicable, will be required before claim of grant can be arranged.

- Documentation, including invoices and receipts, must be produced as evidence of goods purchased or of works carried out.
- Application for a grant must be made on the **official claim form**.
- Bank accounts must be in the name of the group.
- Full details of the purpose of the grant must be provided.
- If the proposed project impacts on the work of any Department of Meath County Council, the work must be agreed in advance with the relevant Department and evidence of this agreement provided.
- Applications must be submitted prior to expenditure being incurred.
- Knockharley Landfill Ltd and Meath County Council must be publicly acknowledged in all associated promotional material pertaining to the project.
- In general, except in special circumstances, **a group / organisation shall not receive a grant for the same purpose more than once in any twelve-month period.**
- Evidence of fundraising and other sources of income must be included in the application.

8. Insurance

- The group shall obtain any necessary employers liability insurance, public liability insurance and insurance against fire damage to equipment or facilities invested in by them under the terms of this grant. Each successful applicant must indemnify Meath County Council, Knockharley Landfill Ltd and the Knockharley Community Liaison Committee against any claim arising from the activities of the supported project now or in the future. **A copy of the current insurance policy must be provided in order to draw down payment of grant.**

9. Tax Affairs

- It is the responsibility of the applicant group to ensure their tax affairs are in order.
- Any applicant approved must supply a current tax clearance certificate for grant payments exceeding €10,000 in any one year, before grants can be paid. Tax clearance certificates are available from the revenue commissioners; information and relevant forms are available on www.revenue.ie
- All Contractors employed by groups / organisations must also produce current tax clearance certificates

10. Annual Disbursement

- Applications will be sought from eligible groups on a periodic basis.
- The total grant fund available will be determined as per the relevant planning conditions
- Applications received after the closing date will not be considered.

11. Project Cost Requirements/ Quotations

- Up to €2,500 – Minimum of 1 individual Quote (For Goods/Services or Works)
- From €2,500 - €50,000 – Minimum of 3 Individual Quotes (For Goods/Services only)
- From €2,500 - €200,000 – Minimum of 5 quotes (For Works only)
- Over €50,000 – Prior Discussion with Meath County Councils Procurement Department re tender process involved is required (Contact 046-9097000)
- Quotations must be addressed to the Group applying for funding
- Quotations must be on Company Headed paper must include VAT Number.
- Quotations must be comparable i.e. the specification must be itemised in each quotation as sought by the Group and must be for the same quality and quantity of product

12. Project Costs

- All projects and funding for same will be considered individually on its merits by the Liaison Committee
- The committee reserves the right to modify these terms at their discretion.

13. Payment of Grants

- Meath County Council will facilitate the payment of the grants to successful applicants.
- 100% of the grant will be paid on completion of project to acceptable standard
- Groups must submit all receipts and required documentation, or they will be ineligible to apply for the grant in the future.
- Grants must be fully drawn within the year, no extensions will be given
- Any monies unspent must be returned to Meath County Council
- Part-payment (maximum three payments) will be considered on large projects where staged/phased work is required.
- For Biodiversity projects, please refer to Meath County Councils Biodiversity Action Plan: <https://www.meath.ie/council/council-services/heritage-biodiversity-and-architectural-conservation/biodiversity/biodiversity-plans-and-funding>.

14. Appraisal Process

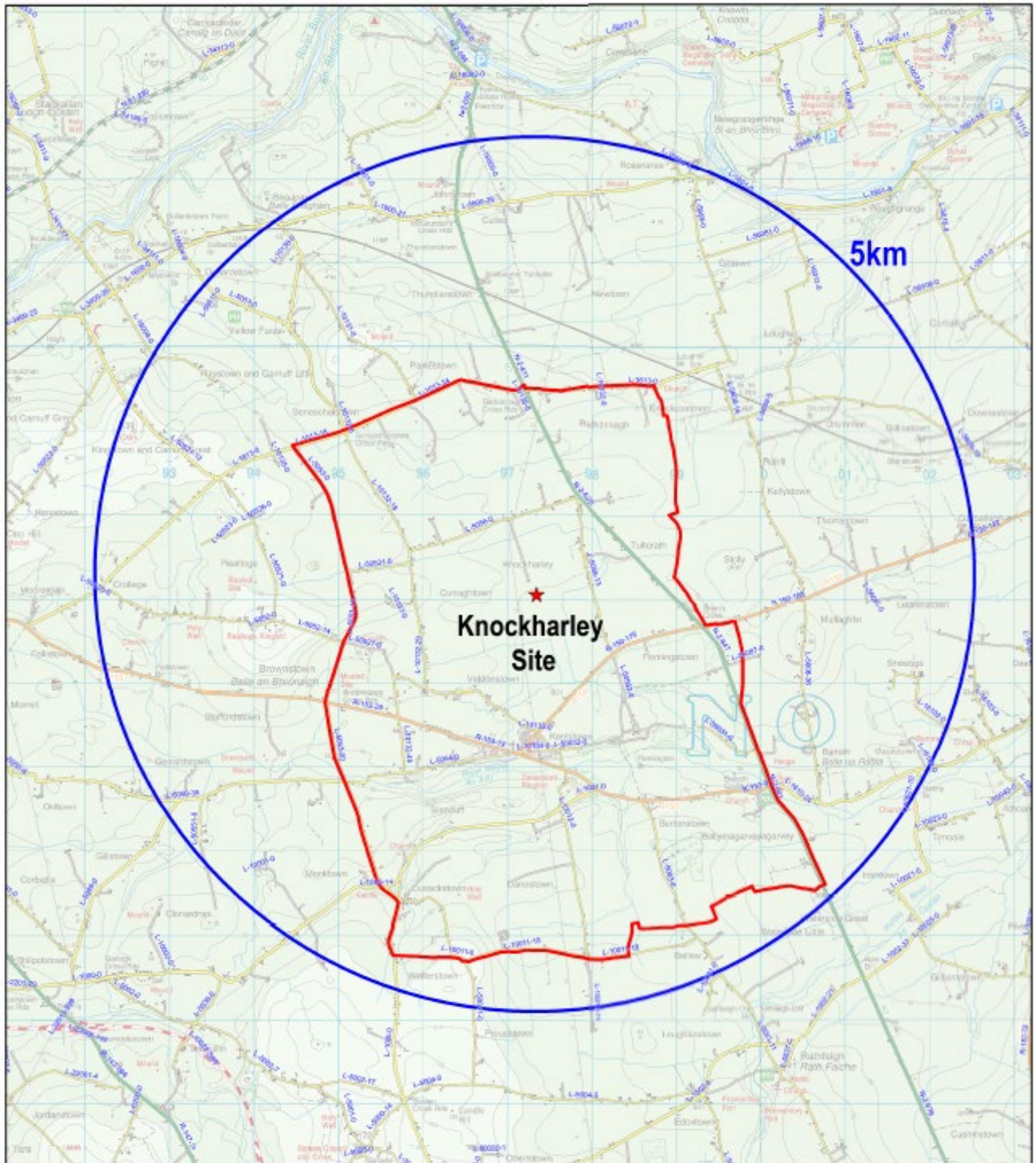
- The Knockharley Community Liaison Committee will appraise applications, as set out in section 5 above, and recommend funding accordingly.
- The recommendations of the Committee will be sent to the Ashbourne Municipal District Committee and Full Council for approval.
- Late applications will **not** be considered.
- Additional information may be requested from applicants during appraisal by the Committee

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/>

Appendix A

Defined Scheme Map



Meath County Council
Buvinda House
Dublin Road
Navan
County Meath
C15 Y291

BUFFER ZONES FROM LOCATION OF KNOCKHARLEY LANDFILL

Note: Details shown on this map are for information purposes only.
Further details on any item should be clarified with Meath County Council.
This map has been produced by Meath County Council with available
Local Authority and Talls Eireann base data.

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Map No. 1

Date: 01 May 2025