**Community Water Development Fund**

**Grant Application Form 2023**

This form should be completed in conjunction with the Guidelines for Applicants via the Online Platform at [www.lawaters.ie](http://www.lawaters.ie) .

Each submitted application will be assessed based on its merits.

There is no obligation on the Local Authority Waters Programme to request any outstanding or supporting information.

*Please ensure the application form is fully complete ONLINE* [*https://consult.watersandcommunities.ie/en*](https://consult.watersandcommunities.ie/en)

*and all relevant information and attachments are uploaded before the closing date.*

*Only* ***ONE*** *application from eligible groups may be submitted.*

*Groups with a grant approved in 2022 and not fully drawn down may* ***NOT*** *apply*

|  |
| --- |
| **Closing Date Deadlines** |
| **Online Platform:** [**www.lawaters.ie**](http://www.lawaters.ie) | **Tuesday, 7th February 2023****at 12 Noon** |

1. (a) Contact information

|  |  |
| --- | --- |
| Name of Applicant/Community Organisation/Group |  |
| Details of Group Activities(Please attach a recent bank statement and Copy of Group Constitution **or** Minutes of your last meeting) |  |
| Contact Person for Correspondence(this is the only person who will be contacted) |  |
| Role in Organisation/Group |  |
| Postal Address  |  |
| County  |  |
| Eircode |  |
| Phone Number |  |
| E-mail address |  |

1. (b) Please select group type that best suits your organisation:

|  |  |
| --- | --- |
| Tidy Towns & Residents Association |  |
| Environmental Groups / eNGOs |  |
| Heritage/Culture/Arts/Tourist Group |  |
| Community Development |  |
| Social Enterprise/Company with no Share Capital |  |
| Angling Club/Association |  |
| River Trust/Local Catchment Group |  |
| Social Inclusion Group |  |
| Youth Group/ Organisation |  |
| Sports & Recreation Clubs/Organisations |  |
| Government funded bodies |  |
| Festival / Event Group |  |
| Other Group Type (please specify) |  |

2. Please indicate the category of funding being applied for: *(x)*

|  |  |  |
| --- | --- | --- |
| Small Scale Projects | €1,000 to €5,000 |  |
| Medium Scale Projects | €5,000 to €10,000 |  |
| Large Scale Projects | > €10,000 to a max of €25,000 |  |
| ***(Refer to 6.1 of Guidelines)*** |

3. What type of project is proposed?

Projects must demonstrate direct water quality actions and/or water quality awareness benefits and must fall into at least one of the categories listed below.Projects which also demonstrate multiple benefits for nature, biodiversity and climate change will score a higher ranking.

|  |  |  |  |
| --- | --- | --- | --- |
| Bank Stabilisation |  | Litter Clean Up |  |
| Bog Restoration |  | Raingarden |  |
| Citizen Science |  | Rainwater Planter |  |
| Drain Blocking |  | Reports/Plans |  |
| Feasibility Studies |  | Signage/Water Literacy |  |
| Fencing |  | Tree Planting |  |
| Fish Passage |  | Water Butt |  |
| Gravel Installation |  | Weir Removal |  |
| Hard Surface Removal |  | Wetland |  |
| Invasive Species |  | Woody Debris |  |
| Leaky Dam |  | Education/Awareness Programme of events |  |
| Other |  |  |

4. Project Title:

|  |
| --- |
|  |
| We will use the title to identify your project. Your title should be descriptive of what you are applying for and where. Please use no more than 25 words. |

5. Location of project

|  |  |  |
| --- | --- | --- |
| (a) | Grid Reference(s) of project location found on google maps <https://www.google.ie/maps> (for coordinates, right click on project area and click on what’s here?) |  |
| (b) | County of project |  |
| (c) | Nearest town or village to project |  |

***Note:***Projects located in an *At Risk* waterbody, a *Priority Area for Action (PAA)* or *Blue Dot/High Status Objective* waterbody will receive a higher rating during assessment.

To find out if you are in one of these areas check:<https://gis.epa.ie/EPAMaps/Water>

* To check if in a *Priority Area for Action*:Click the **Taking Action Tab** 🡪**WFD Areas for Action Plans**
* To check if an *At Risk* waterbody: **Click the Status & Risk tab** 🡪 **WFD Risk 2nd Cycle**
* To check if a *Blue Dot/High Status Objective*: **Click the Status & Risk tab** 🡪 **High Status Objective**

*For further info see section 6 of the Guidelines. Please ask your Community Water Officer if you are unsure, see page 13 of Guidelines for contact details.*

6 (a) Partnership with other groups (e.g., Community/landowner/public body engagement)

Please tick any of the below you engaged with during project development:

|  |  |
| --- | --- |
| Other Community Group(s) |  |
| Landowner(s) |  |
| Local Business(es) |  |
| Local school (s) |  |
| Nearest Third Level Institute |  |
| Local Authority. Please state title of staff member(s) liaised with: |  |
| Inland Fisheries Ireland |  |
| Office of Public Works |  |
| National Parks & Wildlife Services |  |
| Waterways Ireland |  |
| Irish Water |  |
| Heritage Council  |  |
| Arts Council |  |
| Bord Iascaigh Mhara |  |
| Local Development Company |  |
| Science Foundation Ireland |  |
| Environmental Protection Agency |  |
| Other. Please specify |  |

6 (b) Please demonstrate the potential impact of your project on the water catchment and benefits to the community.

(Please upload maps and pre-project photographs if appropriate). **Max 250 words**:

|  |
| --- |
|  |

(c) Can you demonstrate multiple benefits of your project i.e. How it will contribute to water, climate change mitigation and biodiversity? Max 100 words:

|  |
| --- |
|  |

1. Please outline the actions proposed in bullet points. **Max 200 words**:

|  |
| --- |
|  |

Upload a Method Statement outlining a step-by-step guide of how the work will be done if appropriate. (e.g. for instream works, invasive species projects, riparian works, etc.

|  |  |
| --- | --- |
| 8. REGION of proposed project |  *(x)*  |
| **Midlands and East**Dublin, Kildare, Longford, Meath, Offaly, Wicklow, Westmeath |  |
| **South East** Carlow, Kilkenny, Laois, Waterford, Wexford, Tipperary |  |
| **South West** Cork, Clare, Kerry, Limerick |  |
| **West** Galway, Mayo, Roscommon |  |
| **Border**Cavan, Donegal, Leitrim, Louth, Monaghan, Sligo |  |

1. What is the proposed start and completion date for the project?

|  |  |
| --- | --- |
| Estimated Start Date |  |
| Estimated Completion Date |  |
| ***Note: Projects must be complete in full by 31st October 2023***  |

|  |  |
| --- | --- |
| Yes | No |
|  |  |

1. (a) Have you previously sought funding for this project?

(b) If ‘Yes’ please indicate funding source applied to:

|  |
| --- |
|  |

|  |  |
| --- | --- |
| Yes | No |
|  |  |

(c) Was funding application successful:

(d) If successful please indicate amount received/to be received:

|  |
| --- |
|  |

(e) If unsuccessful, please indicate (if known) reasons given:

|  |
| --- |
|  |

|  |  |
| --- | --- |
| Yes | No |
|  |  |

1. (a) Are any permissions needed for project delivery? e.g., planning permission, exemptions from planning permission, landholder consent, Inland Fisheries Ireland; National Parks and Wildlife Services (protected areas), etc.

(b) If yes, please attach details of liaison with the above and any relevant documents. *(Refer to 6.5 of Guidelines)*

(c) If permissions are required please complete the below:

|  |  |
| --- | --- |
| Type of permission |   |
| Date applied |  |
| Current status |  |
| Reference number (if applicable) |  |

|  |  |
| --- | --- |
| Yes | No |
|  |  |

1. Is your group registered with the Public Participation Network (PPN)

in your county?

|  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| *Note: It is recommended that all applicants are registered with their PPN.* [*http://drcd.gov.ie/list-of-ppn-website/*](http://drcd.gov.ie/list-of-ppn-website/) *to register.*13. Has your group received funding from the Community Water Development Fund (this fund) in the past?

|  |  |
| --- | --- |
| Yes | No |
|  |  |

*Note: Applicants with a grant approved in 2022 and not fully drawn down may NOT apply.*14. Does your group participate in water/environmental events? (For example National Spring Clean (April) [www.nationalspringclean.org/](http://www.nationalspringclean.org/) ; National Biodiversity Week (May) [www.biodiversityweek.ie/](http://www.biodiversityweek.ie/); National Heritage Week (August) [www.heritageweek.ie](http://www.heritageweek.ie) .

|  |  |
| --- | --- |
| Yes | No |
|  |  |

If yes, please give very brief detail of event(s) hosted in 2022 (date and title):

|  |
| --- |
|  |

 |
|  |
| *Please contact your local Community Water Office if you plan to host a water/environment event during 2023 . This is* ***NOT*** *a grant application requirement but is encouraged.* |

15. Project Costings and ability to finance the project:

***Attach three (3) quotations per cost item (incl VAT) where possible***

Public sector requirements apply for procurement. [www.procurement.ie](http://www.procurement.ie) .

|  |  |
| --- | --- |
| **Cost Item Description**  | **Cost -incl VAT where appropriate and upload quotation(s)** |
|  | € |
|  | € |
|  | € |
|  | € |
|  | € |
|  | € |
| **TOTAL Project Cost (EURO)** | **€** |

 *Note: Refer to 6.9 of Guidelines). Voluntary labour should not be included in this section but in 16 (a) below.*

16. (a) Outline your ability to finance the project with match funding:

|  |  |
| --- | --- |
| **Source of matching funds** |  |
| Voluntary labour  | **€** |
| Cash contribution | **€** |
| Bank or credit union loan | **€** |
| Other public grants | **€** |
| Other source (please specify) | **€** |
| **Total amount of matching funds** | **€** |

*Note: it is not a grant condition, but it is recommended that applicants can demonstrate their ability to match fund.*

(b) Summary Table:

|  |  |
| --- | --- |
| Total Project Cost (No. 15 above) | **€** |
| Subtract Matching Funds (No. 16 (a) above) | **€** |
| Max Grant Amount Sought | **€** |

17. For projects requiring insurance please provide details of your groups insurance policy and attach a copy.

|  |
| --- |
|  |

18. How will your group promote the project in your local community? (Do you have a public engagement plan?) which of the following media channels will you use to promote your project:

|  |  |
| --- | --- |
| Facebook |  |
| Twitter |  |
| Instagram |  |
| Blogs |  |
| Youtube |  |
| Website |  |
| Direct phone messages |  |
| Other digital/social media |  |
| Local radio |  |
| Local newspaper(s) |  |
| Newsletters |  |
| Public meetings |  |
| Events (such as during Heritage Week 20 – 28 Aug 2022) |  |
| Other, please specify |  |

18. Have you contacted your local Community Water Officer? *(You must consult with your CWO before submitting an application– see page 13 of the Guidelines for contact details)*

|  |  |
| --- | --- |
| Insert name of your local Community Water Officer |  |
| Confirm that you have contacted your CWO (Please circle) | **Yes** | **No** |

|  |
| --- |
| **I agree that I have read and understood the Community Water Development Fund Guidelines and Criteria for 2023 and I declare that all the information given in this form is true and complete to the best of my knowledge. I understand that my personal data used in this form is necessary for processing this grant application.**Signature: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |

**Note:** This application form must be completed in conjunction with the Community Water Development Fund Guidance Notes 2023 available on [www.lawaters.ie](http://www.lawaters.ie)

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| --- |
| **Closing Date Deadlines** |
| **Online Platform** [**www.lawaters.ie**](http://www.lawaters.ie) | **Tuesday, 7th February 2023****at 12 Noon** |

Application Checklist

Your application cannot be processed without the following (please tick): (x)

|  |  |
| --- | --- |
| Copy of groups recent bank statement  |  |
| Copy of groups Constitution or Minutes of most recent meeting |  |
| Evidence of match funding |  |
| Have you contacted your Community Water Officer? |  |

**Project specific information:** Please enclose the following items as appropriate *(please tick)*:

 (x)

|  |  |
| --- | --- |
| Copy of three (3) quotations in respect of each cost item where possible (inclusive of VAT) |  |
| Voluntary Labour Schedule |  |
| Drawings/Plans/Specifications/Photographs |  |
| Planning Permission & Conditions  |  |
| Notice of Exemption from Planning |  |
| Other Statutory Permissions (e.g. NPWS, IFI) |  |
| Appropriate No. (3 is best practice) of Quotations/Tenders based on Project Costs |  |
| Applicant’s Current Insurance Policy (where necessary) |  |
| Copy of contractor's insurance (if being contracted out) |  |
| VAT Exemption Letter from Revenue in respect of applicant (for projects > €10,000) |  |
| VAT Exemption Letter from Revenue in respect of contractor (for projects > €10,000) |  |
| Tax Clearance Certificate from Revenue from Applicant (For projects > €10,000) |  |
| Tax Clearance Certificate from Revenue in respect of Contractor (For projects > €10,000) |  |
| Letter(s) of Support (optional) |  |

**APPENDIX 1: PROPOSED VOLUNTARY LABOUR SCHEDULE**

*This form should only be completed if you are claiming voluntary labour as part of the overall costing of your project*

Name of Applicant/Community Organisation/Group: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Name of person contributing the labour | Nature of contribution | Estimated number of voluntary hours to be contributed | Value of voluntary labour (number of hours’ x by rate per hour\* | Justification for rate “charged” per hour for task |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |

**\*Maximum rate per hour is €14**

**Signed: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Dated: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**