



**Central Waste Management Facility  
Community Fund**

**Application Form for Funding**

**Please**

- Read attached guidelines before completing this form
- Use BLOCK CAPITALS
- Keep a copy for your records

**Closing date for receipt of applications is 5 p.m. on 16<sup>th</sup> December 2016**

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**1. ORGANISATION /GROUP DETAILS**

(a) Name of Organisation

\_\_\_\_\_

(b) Full postal address


(c) Telephone \_\_\_\_\_

(d) Email \_\_\_\_\_

(e) Tax Reference Number \_\_\_\_\_

(f) Charitable Status Number \_\_\_\_\_

(g) Date the group/organisation was established \_\_\_\_\_

(h) Number of volunteers in your group \_\_\_\_\_

(i) Number of members in your group \_\_\_\_\_

(j) Number of staff your group employs \_\_\_\_\_

**2. CONTACT DETAILS**

(a) Name of contact person for this application \_\_\_\_\_

(b) Position in organisation \_\_\_\_\_

(c) Full Postal Address\*


(d) Phone \_\_\_\_\_

(e) Email \_\_\_\_\_

**\*Note: All correspondence will be sent to this address**

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**3. ORGANISATION STRUCTURE**

(a) Describe the aims and activities of the group, in particular the extent to which the group is involved in environmental and community initiatives and projects with a community focus


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(b) Outline the operational area and target population for the group/project


(c) Please describe the organisational structure of the group


(d) Please give a description of the Groups management /decision making procedures.  
This should include information on financial management and control


(e) Who can join in the activities of the group?


**4. FUNDING**

(a) Please give details of the amount and source of grants received by your Organisation from public funds and how they have been used


(b) Has your organisation made or does it intend to make, an application for a grant towards this project or any aspect of it, to any other source?

Yes  No

(c) If yes, specify the source, amounts and purpose of the grant sought, the results of the application if known.


- (d) Give details of the amounts and sources of funds which are available for this project, for example cash on hand, charitable trusts, donations, fund raising activities (give details) etc


**5. PROPOSAL DETAILS**

- (a) Describe in detail the purpose for which the grant is sought (include additional pages if necessary)


- (b) Describe clearly the need for the support/facility/project in the local community and how it will benefit the community or how it will have a community focus



(c) How many people will benefit from the project?


(d) How will this project be managed?


6. Is Planning Permission required for the project? Yes / No

**Yes**, please state the planning permission reference \_\_\_\_\_

**No**, please submit confirmation of exemption under Planning & Development Regulations from a suitably qualified person

7. Please state the total cost of the project/proposal and the amount of grant being sought

Total Cost: \_\_\_\_\_

Grant being sought: \_\_\_\_\_

8. Please provide a breakdown of costings for the grant sought in accordance with public procurement procedures. Please enclose quotations from contractors/suppliers as follows:
- Where an item is less than €15,000 **1** written quotation is required.
  - Where an item is between €15,000 and €55,000 **3** written quotations are required.

Detail	Amount €	Quotes received? Y/N

9. Describe how the project will foster the concept of sustainable development


10. Describe the benefit of this project on persons/communities in close proximity to the landfill at Ballyduff beg, Inagh


**DECLARATION**

To be completed by a person holding a position of responsibility in the organisation

On behalf of (group name) \_\_\_\_\_

I \_\_\_\_\_ apply for funding towards the project named at Part 1 and I declare that all the information given in this form is true and complete to the best of my knowledge. I acknowledge that any funds awarded must be used for the purpose stated and not used to replace existing funding. I also understand that information supplied in or accompanying this application may be made available on request under the Freedom of Information Acts 1997 and 2003.

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

**Name (Block Capitals)** \_\_\_\_\_

**Position in organisation** \_\_\_\_\_

**Date:** \_\_\_\_\_

**Completed application form together with supporting documentation should be forwarded to**

**Clare County Council  
Administrative Officer  
Environment Section  
Áras Contae an Chláir  
New Road  
Ennis  
Co. Clare**

**Closing Date is 5 p.m. on Friday 16<sup>th</sup> December 2016**