



## **Aughrim Landfill Programme**

### **Application Guideline**

Please read these guidelines carefully to find out more about the Aughrim Programme, the Landfill Communities Fund and the type of projects we can fund.

This document will also help guide you through the application form.



The Aughrim Programme is a partnership between Aughrim Landfill Ltd and Groundwork NI.

## **What is the Aughrim Programme about?**

Aughrim Landfill Programme is a partnership between Aughrim Landfill Ltd and Groundwork NI. Funding for Aughrim Landfill Programme is through the Landfill Communities Fund (LFC) and is derived from Aughrim Landfill Ltd's operations at Aughrim landfill site.

## **How much is the funding for?**

The grants available are from £5,000 to £10,000.

## Section 1: Eligibility

Projects that are eligible through the Aughrim Programme must meet all these requirements:

- ✓ **Objects:** address **one** of the two eligible Landfill Communities Fund (LCF) objects

**Object D: Public parks and amenities.** Projects which provide, maintain or improve a public park or other public amenity which promote positive land management and community involvement e.g. community centers, village halls, public sporting facilities, cycle paths and play areas.

**Object DA: Conservation of biodiversity.** Projects which promote biodiversity through the provision, conservation, restoration or enhancement of a natural habitat, or the maintenance or recovery of a species in its natural habitat. (Please note that projects should demonstrate links to local or national Biodiversity Action Plans (BAPs).

- ✓ **Access:** be open to the general public and accessible to all.  
*minimum* of four evenings or two days a week, equivalent to 104 days a year (no applicable to object DA).
  - ✓ **Location:** be located within 10 miles of a licensed landfill site and within Northern Ireland. Priority will be given to projects located within 10 miles of Aughrim landfill.
  - ✓ **Use of money:** should be for capital works on a defined site, and all funding sought should relate directly to project delivery.
  - ✓ **Finances:** Have a quote for the total cost of the project and be able to reimburse the amount from the Contributing Third Party (CTP).
- Other requirements:**
- ✓ have proof of land ownership or be able to demonstrate landowner/landlord consent for the proposed project. For projects located on Council land this must be in the form of minuted Committee approval.
  - ✓ Have all match funding in place at time of application.
  - ✓ Have planning permit (if needed) in place at time of application

If you want more information on the Landfill Community Fund's requirements, please visit [www.entrust.org.uk](http://www.entrust.org.uk)

**Unfortunately, we are unable to fund projects that:**

- Do not meet all criteria above.
- Have restricted access, with less than four evenings or two days open to public (104 days a year).
- Have started already. No retrospective funding can be claimed for any expenditure incurred before the Letter of Offer (LoO) has been issued and accepted.
- Are being delivered by groups that are not formally constituted, in other words, which do not have a constitution or memorandum and articles of association.
- Only benefit an individual or are for the benefit of one group in detriment of another groups ability to participate.
- Are asking for Recoverable VAT. This must be clearly identified during the claims process.

### **Section 3: Timeline**

Please note that this programme opens every quarter, visit our website for the current deadline dates.

Applications will not be considered outside of these dates. If you missed the deadline, you must start a new application form.

After the deadline, we will get in contact with you if we have a question about your application. We will expect you to respond in a timely manner for your application to be considered.

We will let you know the outcome of your application within six weeks of the deadline.

If your project is successful, we expect you to start within 3 months from receipt of LoO and be finished within 6 months.

#### **When can you apply again?**

If you have been successful, a new application can be received after 12 months from when you accepted your previous project LoO.

All previous projects should be completed, and all claims submitted.

Organisations are limited to submitting one application per funding round for the Aughrim Programme

Unsuccessful, but eligible, applicants are entitled to revise and re-submit their application to one further Advisory Panel meeting. Applicants must demonstrate that they have addressed any and all feedback from the advisory panel on their previous application. Failure to do so will affect your score. The same project can be considered only twice by the Aughrim Panel. Applications for the same project made by multiple organisations are still subject to these restrictions.

## Section 4: Assessment Process

If your project meets all the eligibility criteria, we will assess and score it against the following key components:

Key component	Information we're looking in the application form	Weight %
The need	How your project came about? and how do you demonstrate there is a real need to your project?	23%
Community involvement	How the community has been part of the identification of need. How would the community be involved in implementing, using and/or maintaining the project?	16%
Positive impact on the natural, built and/or social environment	How does your project make your community/ environment a better place?	16%
Long term sustainability and maintenance plans	If you have got a formal plan to keep your project going	16%
Complementarity with other local initiatives	That you know your community. Have you checked for similar facility near you? How do you complement the offer of activities in your area?	12%
Location	Your project is located within 10 miles of a Licensed Landfill Site (using postcodes). Priority given to projects within 10 miles of Aughrim Landfill site.	8%
Level of match funding	Have you got other sources to deliver this project?	5%
New applicant	Have your organization received funding from the Aughrim Programme before?	4%

Applicants should note that the selection of projects is a competitive process, and the criteria may be enhanced to assist selection in order to meet the programme's aims.

Applicants are advised that although proposals can be submitted the quarter immediately after rejection, feedback provided should be acted upon in order for the application to support assessment.

The panel will look favourably on projects that are able to evidence that they have clearly identified and targeted a social need and demonstrate community support and involvement.

The decision of the panel is final.

## **Section 5: Payment of Grant**

If your project is successful, you will receive all necessary information relating to payments and claim at the same time as your letter of offer. Please visit our website 'Resources for grants' for more information on what documents are expected in each claim.

We will release the funding allocated, according to your claims.

All projects are expected to complete and submit their final claim 6 months after the date on the Form of Acceptance.



## **Section 6: Contributing Third Party (CTP)**

Under the regulations of the Landfill Communities Fund, only a % of a grant can be provided from landfill tax, the remaining must come from another source.

If your application is successful, you are required to provide this amount of the total cost of the grant. You will be invoiced for this amount with your Letter of Offer.

A CTP can be a tricky concept. In essence, it is a relatively small amount of money, in order to release a much larger sum.

This sum is non-refundable.

### **Who can be your CTP?**

Your contributor can be someone (an individual or another organisation) who is willing to contribute the required amount in order to release your funding.

CTP money cannot be made up of other Landfill Community Fund monies and cannot be funded by anyone that is going to derive a unique benefit from the project going ahead, e.g. a contractor for the project works.

For more information on CTP, please visit ENTRUST's website.

## **Section 7. What happens next if your project is successful?**

First, congratulations! We will send you a Letter of Offer and a welcome package with more information.

As explicit in the Letter of Offer, we would expect regular updates of your progress, as well as keep us informed any hurdles that you come across along the way.

We also expect you participate in any PR activities requested by Groundwork NI.

### **How to link with us online?**

We would love to receive photos, videos, social media posts telling us about your progress. Please use the handles

Twitter: @GroundworkNI

Facebook: GroundworkNI

Instagram: Groundwork\_NorthernIreland

### **When your project finishes**

Once you have completed your project, you will be required to submit an evaluation report. This should be sent along with the final claim.

Do send along pictures and other type of evidence to show us how Aughrim Programme has made a difference to your organization.

You can be as creative as you want – you can send us photos, a short video, drawings, songs, poems... the world is now your oyster!