

Climate Action Fund Community Climate Action Programme

Strand 1 – Building Low Carbon Communities

Expression of Interest Form

Community and voluntary groups and organisations in Dún Laoghaire-Rathdown County can use this form to express their interest in engaging in a partnership project for a grant from Dún Laoghaire-Rathdown County Council under Strand 1 of the Climate Action Fund - Community Climate Action Programme - Building Low Carbon Communities.

The scheme is open to organisations and community groups interested in developing projects and initiatives which relate to the challenge of addressing climate change.

Please ensure that you are fully familiar with the requirements and the terms and conditions set out below before you begin filling in this form.

We can only assess forms that have been fully completed. Incomplete forms will not be considered for funding. Successful applications for funding under this programme will only be paid to the applicant group/organisation's Bank Account. Please ensure you have your Bank Account details to hand if your application is successful.



Terms and Conditions

- Dún Laoghaire-Rathdown County Council (dlr) will only provide funds for eligible costs to groups/organisations that are directly involved in approved projects at a community level, on a not-for-profit basis, aimed at shaping and building low carbon communities.
- You must demonstrate that you do not have the funding available to undertake the work without grant aid, or alternatively that the grant will enable you to undertake more work which your group/organisation would otherwise not be able to afford.
- The information supplied by the applicant group/organisation must be accurate and complete.
- Misinformation may lead to disqualification and/or the repayment of any grant made.
- All information provided in respect of the application for a grant will be held electronically. Dún Laoghaire-Rathdown County Council and the Department of the Environment, Climate and Communications (DECC) reserve the right to publish a list of all grants awarded on its website.
- The Freedom of Information Act applies to all records held by DECC and Dún Laoghaire-Rathdown County Council.
- The application must be signed by the Chairperson, Secretary, Treasurer or responsible person of the group/organisation making the submission.
- It is the responsibility of each group/organisation to ensure that it has proper procedures and policies in place including appropriate insurance where relevant.
- Expressions of Interest will only be accepted on this form.
- Evidence of expenditure, receipts /invoices must be retained and provided to dlr or their representative to support payment of funds.
- Photographic evidence of the project may also be required to facilitate draw down of grants.
- DECC or Dún Laoghaire-Rathdown County Council may carry out unannounced site visits to verify compliance with Programme terms and conditions.
- Projects under strand 1a must have a clear North/South basis and demonstrate the impact of the project in contributing to climate and energy targets on the island of Ireland and the sustainability objectives in the Shared Island chapter of the revised National Development Plan 2021-30.
- Applications to strand 1 and strand 1a must be separate. The Climate Action Fund, or Shared Island Fund, contributions must be publicly acknowledged in all materials associated with the purpose of the grant.
- No third party or intermediary applications will be considered.
- Breaches of the terms and conditions of this programme may result in sanctions including return of funds already granted and disbarment from future grant applications.
- In order to process your application, it may be necessary for Dún Laoghaire-Rathdown County Council to collect personal data from you. Such information will be processed in line with [Dún Laoghaire-Rathdown County Council's privacy statement which is available to view here](#).
- A grant agreement will be put in place between successful applicants and Dún Laoghaire-Rathdown County Council

Strand 1 – Building Low Carbon Communities

This application is being processed by Dún Laoghaire Rathdown County Council.

If you have any questions or need any assistance please contact Cynthia O'Mahony at cynthiaomahony@dlrcoco.ie.

There are five main sections to the form and each section must be fully completed.

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Section 1: Tell us about your group or organisation

Provide information about your organisation, including where it is located, where it operates, and what it was set up to do? Help us to understand what kind of organisation you are, how it is run, and how decisions are made. Lastly, who will be your point of contact with Dún Laoghaire-Rathdown County Council for this application - who should we talk to about your application?

Section 2: Include details about your project

Details on your proposal. Your organisation should have discussed your project with your Community Climate Action Officer (Cynthia O'Mahony, cynthiaomahony@dlrcoco.ie) prior to completing this application.

Section 3: State Aid Questionnaire

Section 4: Authorisation and Statutory Consent

Section 5: Declaration by applicants

Section 1 – Tell us about your group or organisation

1. Name of Group/Organisation:	
2. Address:	
3. Eircode:	
4. Contact Number:	
5. Email Address:	
6. Year Established:	
7. Purpose of Group/Organisation:	
8. Organisation website and/or social media site(s), e.g. Facebook, Instagram, X	
9. Description of the geographic area that you cover:	

10. Group electoral area (Circle your selected answer)

- a) Blackrock
- b) Dundrum
- c) Dún Laoghaire
- d) Glencullen-Sandyford
- e) Killiney-Shankill
- f) Stillorgan

11. Set out the governance arrangements for your organisation and attach supporting documentation such as terms of reference, constitution, AGM minutes etc., where appropriate

12. Organisation details:

Charitable Status Number (if applicable)	
PPN Registration Number (if applicable)	
Tax Reference Number (if applicable)	
Tax Clearance Access Number (if applicable)	

13. Your organisation's point of contact for this application.

Please provide details of the person who will deal with queries relating to this application on behalf of your organisation. Please tell us immediately if these contact details change throughout the duration of your application.

Contact Name	
Contact Address	
Email Address	
Phone Number	

Section 2 – Project Details

1. What is your project called?	
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2. How much funding are you applying for? (Tick one of the below options)

- Small Grant of €20,000 or less
- Medium Grant of €20,000 to €50,000
- Large Grant of €50,000 to €100,000

3. What themes will your project address? (Circle all that apply)

- a) Buildings and Energy
- b) Travel
- c) Food and Waste
- d) Shopping and Recycling
- e) Local Climate and Environmental Action

4. Purpose of the grant

What will the funding be used for? Note: This list is not exhaustive, but gives examples of types of expenditure. **Tick all that apply.**

- Solar Panels and related equipment
- Energy efficient upgrades
- Community EV charging points
- Bike racks or other infrastructure
- Materials for community garden
- Pollinator project
- Water filling stations
- Retrofitting community buildings
- LED community lighting
- Low carbon technology/equipment
- Materials for repair hubs
- composting facilities
- Mini forest
- Other (Give details)

If other - provide details of your project below:

15. Will your project require pre-funding? Pre-funding (up to 25% of project costs) may be provided in very limited circumstances and on a case-by-case basis. Pre-funding will only be considered where a clear need has been identified and is evidenced by the Local Authority.

- Yes
- No

Please outline why your project requires pre-funding?

Section 3 – State Aid Questionnaire

The Community Climate Action Programme is funded by State resources and as such the following three questions must be answered to determine whether or not funding your organisation’s proposal could constitute state aid.

1. Does the funding confer an advantage on one or more undertaking over others?

Yes

No

Note:

An “advantage” can take many forms: not just a grant, loan or tax break, but also use of a state asset for free or at less than market price. Essentially, it is something an undertaking could not get in the normal course of business.

An “undertaking” is any organisation engaged in economic activity. - This is about activity rather than legal form, so non-profit organisations, charities and public bodies can all be undertakings, depending on the activities they are involved in. - An undertaking can also include operators and ‘middlemen’ if they benefit from the funding

“Economic activity” means putting goods or services on a market. It is not necessary to make a profit to be engaged in economic activity: if others in the market offer the same good or service, it is an economic activity.

Support to an organisation engaged in a non-economic activity isn’t State aid, e.g. support to individuals through the social security system is not state aid.

2. Does this funding distort or have the potential to distort competition?

Yes

No

Note:

If the assistance strengthens the recipient relative to its competitors then the answer is likely to be “yes”. The “potential to distort competition” does not have to be substantial or significant: may include relatively small amounts of financial support to firms with modest market share.

3. Does the awarding of this funding have the potential to affect Trade between EU member states?

Yes

No

Note:

The interpretation of this is broad: it is enough that a product or service is tradable between Member States, even if the recipient does not itself export to other EU Markets.

If the answer to **all three** of the above questions is “yes” then granting of funding through the Community Climate Action Programme would constitute state aid. In that case, please complete the De Minimis State Aid Declaration to accompany your application.

If the answer to any of the above questions is “no” please move on section 4.

Section 4 - Authorisation and Statutory Consent

Where a project will be delivered from a site/building(s)/floor space that are not in the ownership of the Local Authority, it must be in the ownership of the partner organisation of the Local Authority or either party must have a minimum five years lease in place from date of project completion. Where this is not possible there must be a written agreement with the site owner to enable access to the site for the benefit of the community for a period of five years.

Do you have all required planning and regulatory permissions and consents and have you secured the necessary authorisations and/or rights of access to all required land, buildings and property for all associated work required for your project?

Yes

No

Section 5 – Declaration

- I declare that the information given in this form is correct.
- I confirm I have read and fully understand the Terms and Conditions of the Programme on page 2 of this form.
- I confirm that I have read and fully understand any guidelines prior to completing this form.
- I confirm that this grant application is submitted in acceptance of and compliance with the Terms and Conditions.
- I confirm that the applicant group/organisation does not have the funding to undertake the work/project without this grant aid or alternatively that the grant will facilitate more work which the group would otherwise be unable to afford.
- I confirm that the applicant group/organisation is tax compliant (if tax registered).
- I confirm that paid invoices / receipts will be retained for inspection by Dún Laoghaire-Rathdown County Council.
- I acknowledge that any false or misleading statement or the withholding of essential information from Dún Laoghaire-Rathdown County Council (as determined by Dún Laoghaire-Rathdown County Council) will result in cancellation of any grant approved under this scheme and could later give rise to the grant being recovered.

Name in block capitals (on behalf of group/organisation):	
Signature:	
Position held in group/organisation (block capitals):	
Date:	