



Kilkenny County Council,  
County Hall,  
John Street,  
Kilkenny.

Comhairle Chontae Chill Chainnigh,  
Halla an Chontae,  
Sraid Eoin,  
Cill Chainnigh.

**AMENITY GRANTS SCHEME, 2023**  
**Closing Date – Friday, 31<sup>st</sup> March, 2023**

1. Name of Applicant Body \_\_\_\_\_

2. Description of Project \_\_\_\_\_

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3. Will your project enhance biodiversity and or support pollinators or support the Kilkenny County Council Climate Change Adaptation Strategy.

Please give details: \_\_\_\_\_

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4. Location of Project (Please ensure “before” photographs are attached or emailed to

[lisa.bourke@kilkennycoco.ie](mailto:lisa.bourke@kilkennycoco.ie) )

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5. Approximate total cost of proposed project? \_\_\_\_\_

6. Amount of Amenity Grant 2023 being sought? \_\_\_\_\_

7. Name, Address, Telephone and email to which correspondence is to be sent:

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Email: \_\_\_\_\_ Telephone No. \_\_\_\_\_

8. Will the amenity be available free of charge for the use and enjoyment of the general public? **(this grant is not payable to private clubs, for example sports clubs where a membership fee is applicable for use of the facilities)**

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9. Have you received an Amenity Grant before? \_\_\_\_\_

If so, please give details \_\_\_\_\_

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10. (a) Has grant assistance been received or sought for this proposal from any other source?

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(b) Do you intend to apply for funding for this proposal from another source?

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11. Have you obtained planning approval to the scheme where necessary?

Yes  No

If the answer to the above question is yes, please quote the planning reference number

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12. If this grant is sought for maintenance of open spaces within a private housing estate (strictly one application per estate), please indicate the number of houses within the estate.

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13. Has your group/organisation public liability insurance in place for all project related works. (Insurance costs are now considered eligible expenditure under the Amenity Grant Scheme)

Yes  No

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

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

**Position Held in group/committee applying for grant:** \_\_\_\_\_

**Footnotes:**

Further information on the Kilkenny County Council Climate Change Adaptation Strategy 2019 – 2024 is available at the following link. See in particular Action 10 - Assess and encourage, where possible, pollinator friendly and native tree planting throughout Kilkenny <https://www.kilkennycoco.ie/eng/Services/Environment/Climate-Change/Climate-Change-Adaptation-Strategy-2019-2024/>

For further information on biodiversity and pollinators see [www.pollinators.ie](http://www.pollinators.ie)

**Fully completed application forms must be returned by close of business on 31<sup>st</sup> March, 2023 to:**

Lisa Bourke, Parks Department, Kilkenny County Council, County Hall, John St., Kilkenny.  
Tel: 056 7794441  
E-mail: [lisa.bourke@kilkennycoco.ie](mailto:lisa.bourke@kilkennycoco.ie)

**If successful in your application, receipts relating to expenses incurred relating to project must be submitted before a grant can be paid.**

**Please read attached notes carefully.**



# **Grants for Works of Public Amenity: Memorandum of Information for Voluntary Bodies Etc.**

## **1. BASIC CONDITIONS**

- For a project to qualify under the scheme, the facilities to be provided/maintained must be available for the use and enjoyment of the general public.
- The facility must be accessible free of any charge, club membership fees or admission fees.
- Satisfactory arrangements for future management and maintenance must be made i.e. there must be an on-going commitment from group/organisation to maintaining the project.
- Only works which start after grant approval has been received from the Local Authority are eligible, works which have started prior to the awarding of the grant are not eligible for inclusion in the scheme.
- Multiple applications from one location covering similar works will not be considered.
- **The group/association must have Public Liability insurance in place for all works to be carried out by themselves. If the group/association employs a contractor, for example for grass cutting, the group must satisfy itself that the contractor has adequate public liability insurance in place.**
- Kilkenny County Council must be satisfied that the project can be undertaken safely by the group/organisation and that it will not pose any hazard to either the group themselves or the general public during construction/planting works or during later use of the site.
- All groups/applicants should have a minimum number of members to ensure they are representing the local area effectively. **A minimum number of 5 would be acceptable. Associations or groups with only a single member will not be considered as effectively representing their area and only in exceptional circumstances will a grant be considered.**
- We will not fund the following: -
  - Planting of non-native evergreen hedging such as Laurel hedging, Leylandii, - Thuja species
  - Tree Felling as this may require a licence from the Forest Service. Tree advice and where appropriate, tree surgery, can be provided by the Parks Department
  - Roadside planting must have the permission of the landowner and the local Municipal District Office to ensure adequate permissions, sightlines and road safety
  - Installation of street furniture must have the prior approval of the relevant Municipal District office
  - Road or street signage

## **2. TYPE OF PROJECT THAT WILL QUALIFY**

The Amenity Grant Scheme is intended to improve outdoor community facilities, to protect or improve natural or man-made amenities and enhance the appearance of the area concerned.

Works that will qualify include:

- Improvements to or maintenance of parks and open spaces in residential areas
- Works for the conservation or protection of natural amenities
- Upkeep of scenic walks, nature trails etc.
- Planting of trees, shrubs, plant containers etc.
- Purchase of equipment for the maintenance of open spaces e.g. mowers, strimmer etc. (once off funding)

## **3. SUBMISSION OF APPLICATIONS TO LOCAL AUTHORITY**

Application forms for Amenity Grants may be obtained from and returned to Lisa Bourke, Parks Department, Kilkenny County Council, County Hall, John Street, Kilkenny by close of business on 31<sup>st</sup> March, 2023. Completed application forms **must** be accompanied by the following:-

- a) Estimate/quote of the cost of the works proposed (receipts for expenses incurred will be requested once grant has been approved)
- b) “Before” photographs of the location of the proposed works.

The Local Authority will need to be satisfied as to the eligibility and suitability of the scheme generally, arrangements for management and maintenance and the ownership of the land. Works will also be assessed on their safety. Where works are proposed near a road or a road junction the Council’s Area Engineers will have to be satisfied of its suitability and safety prior to any grant being considered.

## **4. MAINTENANCE ARRANGEMENTS**

The Local Authority will have to be satisfied about arrangement for the future maintenance of projects carried out with grant assistance. Promoting bodies will be expected to have ownership or effective control of the land and/or building affected and to be legally constituted to ensure continuity of responsibility.

## **5. PLANNING PERMISSION**

Applicant bodies are reminded that where planning permission is required for any project proposed to be carried out under the scheme, such permission must be obtained before the work can be legally commenced. The Local Authority will advise on the procedure to be followed.

## **6. CHANGES TO APPROVED GRANTS**

If for any reason an applicant body proposes to carry out works which are different from or at a different location to those approved, written agreement must be obtained from the Parks Department, Kilkenny County Council before works begin. Grants will not be paid where the works or location of works are different from those approved without the prior written agreement of the Parks Department.

## **7. PAYMENT OF GRANTS**

Approved grants **will only be paid on submission of receipts for expenses incurred for works completed together with “after” photographs of the site(s).** “Before” and “After” photographs can be submitted via email to: [lisa.bourke@kilkennycoco.ie](mailto:lisa.bourke@kilkennycoco.ie) . Works will be subject to inspection by Kilkenny County Council Staff.

## **8. INSURANCE**

The applicant hereby indemnifies Kilkenny County Council against all actions, claims and litigation arising from the activities of the Applicant pursuant to the Amenity Grant and agrees to put in place appropriate insurance policies including public liability insurance, to fulfil this Indemnity to Kilkenny County Council”.