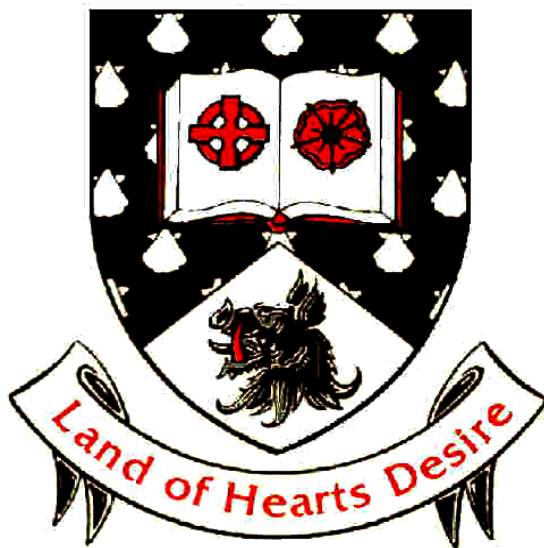


**SLIGO COUNTY COUNCIL
COMHAIRLE CHONTAE SHLIGIGH**



APPLICATION FORM

BURIAL GROUND GRANT SCHEME 2010

COMPLETED APPLICATIONS TO BE RETURNED TO:

Ms. M. Marren, Community & Enterprise Office, Sligo County Council,
Development Centre, Cleveragh Road, Sligo.
Tel: 071-9111803 Fax: 071-9171860 e-mail: mmarren@sligococo.ie

COMHAIRLE CHONTAE SHLIGIGH
Sligo County Council

Burial Ground Grant Scheme 2010

Guidelines for Applicants

AIMS AND OBJECTIVES OF THE SCHEME:

The Scheme is administered by the Office of Community, Enterprise, Arts & Environment and the aim of the Scheme is to provide financial assistance to County based Burial Ground Committees who work to enhance and maintain their local burial ground.

CRITERIA:

Sligo County Council will apply the following criteria when assessing applications:

- The assessment board will **not** consider the following projects:
 - Heritage activities supported by other Local Authority funding sources
 - Wages costs, servicing of debts or retrospective debt
 - Funding for individuals

- The capacity of applicants to implement the proposal and achieve its objectives within the year of applying i.e. 2010.
- The applicants must demonstrate that they have made an effort to raise income or assistance from other sources other than the Burial Ground Grant Scheme.
- The Applicant Group must be registered with the Community Forum.
- The Applicant Group must have a dedicated Bank Account for processing the grant payment.
- The Applicant Group must comply with Guidelines for the Care and Conservation of Burial Grounds (copy available if applicable).

CONDITIONS OF FUNDING:

1. The grant is used for the works recommended by the assessment committee and outlined in the County Council Letter of Offer. Sligo County Council reserves the right to revise the grant offer, if it appears that this is not the case.
2. An acceptance of the offer must be signed by two members of the applicant group, which will constitute a contract with agreed objectives, targets, timescale and costs.
3. **Completed applications should be forwarded to: Ms. M. Marren, Community & Enterprise Office, Sligo County Council, Development Centre, Cleveragh Road, Sligo by:**

4.00pm, WEDNESDAY, 10TH MARCH, 2010

4. Successful applicants must agree to acknowledge the assistance of Sligo County Council on all printed material associated with the project, and specific reference must be made to the County Council's support in press, plaques and other publicity.
5. **The CLOSING DATE FOR DRAWDOWN OF THE GRANT IS:**

4.00p.m., WEDNESDAY, 15TH SEPTEMBER, 2010

The Claim Form must be fully completed and signed by two members of your Group and accompanied by the following:

- (a) **Original Invoices, stamped and marked "paid" and/or receipts totalling the amount of the grant awarded – PLEASE NOTE:**

THE SUBMISSION OF INCOMPLETE DATA OR ABSENCE OF INFORMATION MAY CAUSE A DELAY IN PAYMENT OF THE GRANT.

- (b) **Follow-up Report Form – detailing the works undertaken in the burial ground together with photographs where applicable.**

Failure to comply with these conditions will result in non payment of the Grant.

COMHAIRLE CHONTAE SHLIGIGH
Sligo County Council
Burial Ground Grant Scheme 2010

Application Form

All sections of this application form should be completed.
Additional relevant information should be attached.
For further information please consult Guidelines.

**Closing date for receipt of completed application forms should be lodged with
Ms. M. Marren, Community, Enterprise Office, Sligo County Council,
Development Centre, Cleveragh Road Sligo by:**

4.00p.m. Wednesday, 10th March, 2010

Is your Group registered with the Community Forum Yes No
**(Please complete Community Forum Registration Form (attached), if not
already registered).**

Name of Burial Ground: _____

Name of Burial Ground Committee: _____

Name of Contact Person: _____

Position in Organisation: _____

Address: _____

Daytime Tel. No: _____

Mobile No. _____

Email: _____

A) Bank/ Account Details:

Name and Address of Bank: _____

Account No: _____

Sort Code: _____

B) Details of your Group:

When was your Group setup: _____

How many members in your Group: _____

How often do you hold meetings: _____

C) Purpose of Grant Funding:

Grass Cutting/General Clean Up*

Other Works

*** IF GRANT IS FOR THIS PURPOSE ONLY, PROCEED DIRECTLY TO D)**

Please specify the "other works" proposed for the Burial Ground.

How do you intend funding these works?

Total cost of proposed work: _____

Breakdown of Costs:

Item	Amount
_____	_____
_____	_____
_____	_____

Have you received, applied for, or do you intend to apply for assistance with work projects from any other source? Yes_____ No_____

If yes, please indicate below which sources and the amount secured or requested:

<u>Source</u>	<u>Amount</u>	<u>Secured</u>	<u>Requested</u>

What amount are you requesting from Sligo County Council for completion of these works? _____

D) Do you have a long term plan for your burial grounds: Yes/No

If yes, please attach details of your Plan with this application.

Signed on behalf of the Applicant Organisation:

1) Name _____
Position in Group _____ Date _____
2) Name _____
Position in Group _____ Date _____
Closing date for receipt of completed application forms which should be lodged with: Ms. M. Marren, Community Enterprise Office, Sligo County Council, Development Centre, Cleveragh Road, Sligo, is:
<u>4pm on Wednesday, 10th March, 2010.</u>