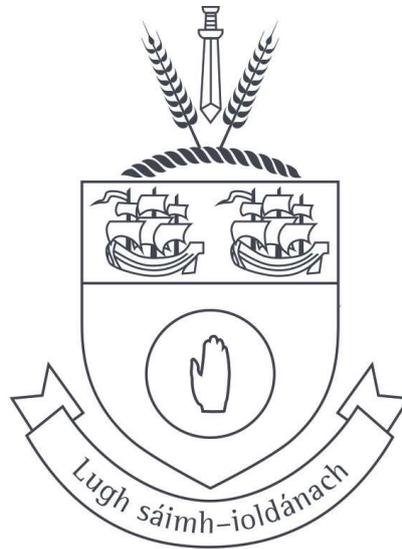


LOUTH COUNTY COUNCIL



Comhairle Contae **Lú**
Louth County Council

AMENITY GRANT SCHEME 2026 GUIDELINES

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Introduction

Louth County Council's annual Amenity Grant Scheme is designed to provide financial assistance to voluntary community groups engaged in the planning of projects which encourages community participation and development in County Louth. It also recognises the level of voluntary works being carried out by residents/community/Tidy Towns/environmental associations/groups on an annual basis to better their environment.

For residents associations the grants represent a contribution towards the cost of maintaining open spaces.

These activities mean that Louth continues to be a better place in which to live, work and visit. It also ensures that Louth continues to feature prominently in various national competitions.

Routine works or activities only are eligible under this scheme. **Construction projects are NOT eligible under this scheme.**

Scheme Eligibility

All groups must be formally established and must produce, if required:

- Satisfactory evidence of group's existence
- Minutes of AGM/Meetings
- Income & expenditure records

All groups applying for the scheme must be voluntary in nature and tax compliant. (Tax registration/clearance certificates will be required from eligible groups).

All groups applying for the scheme must have a separate group bank account.

The following are some of the groups that will be considered under the scheme:

A Community Group- in this instance, is defined as a group of people who work for the benefit of the public, whose primary purpose is the carrying out of works to enhance or maintain their immediate living environment. Community groups may follow a set structure and adopt principles and codes of conduct which it wishes the community to follow.

A Residents Association – is defined as a group of local people living in a housing estate, street or apartment complex in a particular area that come together to promote and enhance the living environment of the area and to ensure that the area is well represented when dealing with local and statutory bodies.

An Environmental group – is defined as a group of people engaged with conservation/environmental activities whose primary purpose is the carrying out of works to protect, maintain, or enhance their immediate environment against misuse or disrepair from human/other forces.

A Tidy Towns Group – is defined as a group of people from a particular geographical area all sharing the common objective of working to sustain and improve their own area and who intend to enter the National Tidy Towns Competition annually.

Types of Activities Eligible Under the Scheme

The routine works or activities are expected to achieve an overall improvement in the environmental status of the area and may include the following activities:

- Cleaning, tidying, painting, alternative non-pesticide removal of weeds, litter picking, grass cutting & general gardening and maintenance
- Presentation of gardens, properties or open spaces, planting of trees, shrubs or flowerbeds
- Painting/maintenance of seating areas, flowerbeds, edging of lawns/pavements, hedge trimming
- Amenity projects, Bio-diversity projects, Creation of Low Mow zones/No Mow zones, litter control projects
- Activities that make the area more sustainable and reduce your environmental impact or demonstrate Biodiversity/Pollinator friendly or Climate Change benefits

Successful proposals will include works which demonstrate clear positive impacts on the immediate environment.

The Grant Application Process

All proposals for consideration must be submitted on the official application form before the deadline specified on the form. Late applications will not be accepted.

Applicants are encouraged to use the online grants application system on the council's website which is located at:

<https://consult.louthcoco.ie/en/applications>

All applications must be completed in full. It is recommended that an email account in the group's name be set up for the grant applications process (instead of using personal email addresses).

Groups wishing to be considered for assistance under the scheme must:

- (a) Formulate a detailed plan for the particular proposal.
- (b) Specify the type of assistance required from Louth County Council.
- (c) Specify the type and extent of sponsorship/fundraising/grants from other sources available to the group.
- (d) Indicate the time scale involved in implementing and completing the proposal.
- (e) Indicate how the proposed project or activity will be maintained once completed.
- (f) Retain and submit photos to Louth County Council upon request.
- (g) Hold an up to date Tax Registration or Tax Clearance Certificate.

Grant Approvals and Payments

Assistance may be financial and/or advisory under the scheme.

The assistance provided by Louth County Council to any particular project proposal/activity will have regard to the following:

- The resources of the Local Authority.
- The number and extent of applications received.
- The level of voluntary contributions.
- The number of persons involved and
- The overall effect/impact of the proposal/activity on its immediate environment.

The list of groups successful in securing funding under the Amenity Grant Scheme 2026 will be posted on Louth County Council's website at:

<https://www.louthcoco.ie/en/services/community/funding/amenity-grant-scheme/>

and payments will issue shortly thereafter.

Groups successful in securing funding must:

- Ensure that an up to date Tax Registration or Tax clearance has been submitted to Louth County Council.
- Retain and submit the receipts relevant to the Amenity Grant proposal to Louth County Council, upon request. This is required in order to ensure compliance with the public spending code.
- Submit a simple project report (including before and after photos) to Louth County Council, upon request.

PLEASE NOTE THAT IN ORDER TO RECEIVE A GRANT PAYMENT, THE GROUP MUST HAVE SUBMITTED AN UP TO DATE TAX REGISTRATION OR TAX CLEARANCE CERTIFICATE TO LOUTH COUNTY COUNCIL.

FAILURE TO COMPLY WITH ANY OF THE GUIDELINES WILL RESULT IN APPLICATIONS NOT BEING PROCESSED.

Responsibilities of Groups

- Read and understand these guidelines and application form.
- Complete the application form fully and include all required documents.
- Acknowledge the award of the grant from Louth County Council in any promotional material (including social media) associated with the project. Louth County Council crest to be included where possible.
- Obtain all necessary permissions relating to personal data and retain them in accordance with data protection legislation.
- Secure all necessary insurances.
- Obtain permissions from all relevant authorities (e.g. Gardaí/ Area Engineer / Planning/ Parks Department).
- Ensure compliance with all relevant legislation and regulations.
- Ensure an up to date Tax Registration or Tax Clearance Certificate is available for submission to Louth County Council, upon request.

- Retain receipts relevant to the Amenity Grant proposal for submission to Louth County Council, upon request. All evidence of spending must be itemised and show clearly the items purchased. Acceptable forms of evidence of the spending of the grant awarded are:
 - Receipts on headed paper/till receipts; or
 - Invoices stamped as paid by supplier or showing a zero balance; or
 - Invoices/cheque details accompanied by a bank statement showing relevant payments.
- Submit to Louth County Council a simple project report (including photos) and evidence of the spending of the grant awarded, upon request.
- **Any monies unspent must be returned to Louth County Council.**