

Northern Ireland Centenary 2021 Celebrations

GRANT APPLICATION & GRANT CRITERIA

SECTION 1 – ABOUT YOUR GROUP/ORGANISATION

1. Name of Group/Organisation: _____

Address for Correspondence: _____

_____ Postcode: _____

Main Contact Name: _____ Position: _____

Telephone: _____ Email: _____

Is your community group/residents group constituted? Yes/No

SECTION 2 – ABOUT YOUR PROPOSAL

2. What will be happening and who will be involved? Tell us about your proposed community activity to mark the Northern Ireland Centenary.:

3. Where will your activity take place? (address and postcode)

4. When will your community activity take place? Please provide the date and time

Date: _____ Time: _____

5. Who will be attending? Tell us about community involvement and how many people you expect to attend your community activity:

6. What benefits will the community activity provide for the local community?

7. How will you ensure the event is open to everyone to attend?

- 8. Do you have the permission of the property owner or land owner where the event is to take place? Yes/No
- 9. Will you be closing any roads as part of your community activity? Yes/No (If yes please refer to the guidance notes).
- 10. How will you ensure that your community event is Covid 19 compliant and follows any existing Public Health guidelines?

SECTION 3 – COSTS

11. Please give a detailed breakdown of the total cost of your community activity and **those costs applied for through this application? Maximum amount available is £500.**

Items of Expenditure	Total Costs	Costs applied for through this application
TOTAL AMOUNT		

PLEASE NOTE THIS GRANT MAY NOT BE USED FOR THE PURCHASE OR SALE OF ALCOHOL

12. Will your group need to raise other funds to hold your community activity, if so how will you do this?

DECLARATION

We declare that this application is made with the authority and consent of the above constituted community/residents group and that the information provided is true, accurate and complete.

Name (in capitals): _____

Position held: _____

Signature (on behalf of the applicant): _____

Date: _____

Applications will be assessed against set criteria on a first come first served basis until the funding allocated to the NI Centenary Fund is depleted.

Freedom of Information

Ards and North Down Borough Council is subject to the provisions of the Freedom of Information Act 2000. This Act came into operation on 1st January 2005. Applicants should be aware that the information provided in the completed application document could be disclosed in response to a request under the Freedom of Information Act.

The Council will proceed on the basis of disclosure unless an appropriate exemption applies. No information provided by applicants will be accepted "in confidence" and Ards and North Down Borough Council will not accept liability for loss as a result of any information disclosed in response to a request under the Freedom of Information Act.

Ards and North Down Borough Council does not have a discretion regarding whether or not to disclose information in response to a request under the Freedom of Information Act, unless an exemption applies. Decisions in relation to disclosure will be taken by appropriate individuals in Ards and North Down Borough Council having due regard to the exemptions available and the Public Interest. Applicants should be aware that despite the availability of some exemptions, information may still be disclosed if the Public Interest in its disclosure outweighs the Public Interest in maintaining the exemption. Applicants are required to highlight information included in the application documents which they consider to be commercially sensitive or confidential in nature, and should state the precise reasons, why that view is taken. In particular, issues concerning trade secrets and commercial sensitivity should be highlighted. Applicants are advised against recording unnecessary information.

In accordance with the Lord Chancellors Code of Practice on the discharge of public functions, Ards and North Down Borough Council will **not** accept any contractual term that purports to restrict the disclosure of information held by the Council in respect of the contract or grant process save as permitted by the Freedom of Information Act. The decision whether to disclose information rests solely with Ards and North Down Borough Council.

Ards and North Down Borough Council will consult with applicants, where it is considered appropriate, in relation to the release of controversial information.

GRANT APPLICATION AND CRITERIA

1. Purpose and Eligibility

Applications are invited from constituted community and/or resident's groups who wish to apply for funding towards the costs involved in organising local neighbourhood events, within Ards and North Down Borough Council in celebration or commemoration of the setting up of the State of Northern Ireland.

2. Time-frame

All community activities must be held between March 31st and December 30th 2021.

3. Council Land

If your application is successful you should be aware that if the community activity is to be held on Council land, that appropriate permission must be applied for. To apply for permission please contact the Compliance Section, alan.gowdy@ardsandnorthdown.gov.uk or telephone 028 91824075

4. Road Closures

If your application is successful you should be aware that if a road is to be closed as part of your community activity, that appropriate permission must be applied for. To seek further advice and apply for Road Closure permission please contact the Licensing and Regulatory Services Section, david.brown@ardsandnorthdown.gov.uk or telephone 0300 013 3333.

5. Covid 19 Compliant

If your application is successful organisers of subsequent community activities must ensure that they are Covid 19 compliant with regards to Public Health guidelines at the time of the community activity concerned.

6. Financial Information

Funding for all successful applicants will be issued upon approval, subject to the submission of the organisations bank details, if this information is not already held by the Council. All applicants will be required to submit original invoices, receipts and bank statements in order to verify all funding awarded. If this information is incomplete or not provided or the funding is not spent in line with approved costs, the funding must be repaid to council. **The maximum amount available is £500 per group.**

7. Allocation of Funding

Grant awards will be made on a first come first served basis to applicants that meet the following criteria.

- Event / Activities to celebrate or commemorate the setting up of the State of Northern Ireland
- Event / Activities are open and inclusive to wider community
- Benefits to community
- Value for money is demonstrated
- Covid 19 Public Health guidelines Compliant

8. Incomplete Applications

Incomplete applications will not be considered.

Completed applications should be returned to

Stephen Archibald (Community Development Officer)

Ards and North Down Borough Council

Unit 5, Conway Building

16 South Street

Newtownards

BT23 4AP

Tel no: 0300 013 3333 E-mail – stephen.archibald@ardandnorthdown.gov.uk

Closing date for Applications: Tuesday 25th May 2021.