

# Longford County Council

## Community Grant Support Scheme 2025

### Overview

Longford County Council, through the Municipal Districts, is committed to working in partnership with the community to encourage, develop, support and sustain a wide range of activities and projects (for example recreational, artistic, cultural, social and community support and business group initiatives) that

- Make a positive contribution to County Longford
- Promote the development of strong local communities
- Improve the quality of life of our citizens.

The Community Grant Support Scheme (CGSS) provides a means for decision-makers, that is the elected members of Longford County Council and each Municipal District to consider and prioritise applications for grant assistance.

Longford County Council, as a member of the Local Community Development Committee, is committed to the values of dignity, autonomy, democracy, inclusion, and social justice and their associated value objectives as set out in the *Equality and Human Rights Statement of the Local Community Development Committee* (available at [www.longfordcoco.ie](http://www.longfordcoco.ie) ).

### What's not covered

- Operational costs, including salaries, utilities and insurance, are ineligible for funding
- Activities and projects eligible for other grants administered by Longford County Council, for example, Community Climate Action, Estate Management, Arts, Creative Ireland, Burial grounds maintenance, Anti-litter specific projects and so on
- Activities and projects eligible for or that received funding from national grant schemes and programmes (with the exception of matched funding applications towards such projects)
- Political events or projects

### Terms and Conditions

- Activities and projects must benefit the local community and be promoted by Longford based not-for-profit, charitable and community and voluntary groups.
- All publicly funded facilities and events should be open to all members of the public without exception.
- Activities and projects should make some contribution to one or a number of the values/objectives in the Equality and Human Rights Statement of Longford LCDC; see [LCDC Equality and Human Rights Statement](#)
- Applications must be via the online CGSS 2025 application system and must be signed by **the Chairperson, Secretary or Treasurer** of the group making the submission.
- Online Applications must be completed in full.
- Bank account details must be provided and must be in the name of the community group.
- Groups must be affiliated to Longford Public Participation Network (PPN); [PPN online registration](#)
- All Community Groups must provide their Tax Registration Number (TRN).
- If annual payments exceed €10,000, details of current Tax Clearance Certificate or Tax Clearance Access Number must be provided.
- The information supplied by the group must be accurate and complete - misinformation may lead to disqualification and/or the repayment of the grant.
- Applicant must have no outstanding liabilities to Longford County Council.
- Applicants must be willing to support Probation Service Initiatives.

- It is the responsibility of each group to ensure that it has proper governance, procedures and policies in place including appropriate insurance to support the proposed activity/project.
- If the proposed activity/project includes children or young people under 18, each group must have in place a child protection policy including a vetting procedure.
- Successful applicants for grants exceeding €1,000 will be required to complete an online evaluation report on the completed activity/project funded, including evidence of expenditure, receipts, photos, and so on.
- Successful applicants will be required to comply, if applicable, with all requirements in relation to Planning, Building Regulations, Health and Safety and Fire Codes.
- Longford County Council's contribution must be publicly acknowledged in all materials associated with the purpose of the grant - publications, media, and so on.
- Approved applicants give permission to Longford County Council to use photographs of their funded project for publicity purposes.
- The Cathaoirleach and Elected Members of the relevant Municipal District must be invited to official openings or events where funding has been awarded under the Community Grant Support Scheme.
- Only one application per group (including any joint initiative) will be considered.
- Specific conditions may be attached to the grant including insurance indemnity.
- Breaches of the terms and conditions of the grant scheme may result in sanctions including disbarment from future grant applications.
- Applications will be screened centrally for adherence to the above criteria.
- Longford County Council will publish a list of all grants awarded on its website.
- The Freedom of Information Act applies to all records held by Longford County Council.
- In certain circumstances an Event Management Plan and Traffic Management Plan will be required. If this is required, the committee should appoint an Event Controller and Safety Officer to prepare the plans and manage the event.
- Successful applicants at Municipal District level are ineligible for funding from the County Wide Members Fund.
- Applicants who may not have access to the internet or their own computer are advised they can be facilitated at any of the Broadband Connection Points or public libraries in the county.
- Longford County Council Library staff will be available to assist people with completing their online applications.
- Grant awards can be drawn down as soon purchases are made, or projects are completed and must be drawn down in full by the end of October 2025.
- Applications for retrospective grants and late applications will not be considered.

#### **Data Privacy**

The purpose of processing personal data collected on this application form is to assist Longford County Council manage and administer your application. We process this Personal Data under Article (6)(1)(b) of the General Data Protection Regulation (GDPR), "processing is necessary for the performance of the contract to which that data subject is party". Further information on how Longford County Council process your personal data and your rights can be found on our Privacy Policy available on our website [www.longfordcoco.ie](http://www.longfordcoco.ie) under Your Council, Governance, Data Protection or [click here](#)

<p><b>The closing date for submission of online applications is 4pm on Monday, 31 March 2025.</b></p>
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**Applicants will be advised of the outcome of their application in May 2025.**

For any queries, please call 043 334 33 13 / 334 34 72 or email [commgrants@longfordcoco.ie](mailto:commgrants@longfordcoco.ie)