



**WE'RE  
TAKING  
CLIMATE  
ACTION**

# Community Climate Action Programme Phase 2



Rialtas  
na hÉireann  
Government  
of Ireland

Tionscadal Éireann  
Project Ireland  
**2040**



Cornhairle Cathrach  
& Contae **Luimnigh**  
**Limerick City**  
& County Council





# **Applications Close on Tuesday 16<sup>th</sup> December @5pm**

Applications after this time  
cannot be accepted as the  
system will be closed





# What makes a good project?

## Community-Led Planning and Ownership

- Ensure the project is **co-designed with local residents**, reflecting their needs, values, and aspirations.

## Tangible Climate Impact

- Focus on **measurable outcomes** such as reduced carbon emissions, improved energy efficiency, or increased biodiversity.
- Use tools like energy audits or carbon calculators to quantify the benefits

## Inclusive and Accessible Design

- Make sure the project is **inclusive**, benefiting all community members, including those with limited mobility, low income, or other barriers.

## Long-Term Sustainability and Maintenance

- Plan for the **ongoing operation, maintenance, and funding** of the capital asset.

## Value For Money

- Be **financially responsible** in what you are applying for...It's about need and not excess



# <https://mypoint.limerick.ie/en>

You must register and then log into your account

EN

Login to Portal

Register

Limerick.ie

Home

Consultations

Surveys

Applications



**Community Climate Action Programme**  
(Phase 2)

**Small Grants Application**

Rialtas na hÉireann  
Government of Ireland

Tionscadal Éireann  
Project Ireland  
2040

Comhairle Cathrach  
& Contae Lúmnigh  
Limerick City  
& County Council

Community Climate Action Programme Phase 2 - Small Grants Form



Register new user

Get your free account for creating and managing your submissions to Limerick City & County Council.



Make a Submission

Once registered you can make various observations as part of your submission, add map locations, upload files and submit.

The forms can be found under applications

## Welcome to MyPoint

The public collaboration and consultation portal of Limerick City and County Council

# Application Forms



## Permission Request Form for events on Limerick Greenway

 OPEN  4th Apr, 2024, 09:00 - 31st Dec, 2027, 23:59

## Grant for the provision or necessary improvement of an individual water supply to a house

 OPEN  25th Apr, 2023, 10:00 - 31st Dec, 2026, 17:00

## Community Climate Action Programme Phase 2 - Medium and Large Grants Form

 OPEN  21st Oct, 2025, 10:00 - 16th Dec, 2025, 17:00

## Community Climate Action Programme Phase 2 - Small Grants Form

 OPEN  21st Oct, 2025, 10:00 - 16th Dec, 2025, 17:00

Click which application you are going to complete

# Community Climate Action Programme Phase 2 - Medium and Large Grants Form

OPEN 21 Oct, 2025, 10:00 - 16 Dec, 2025, 17:00



This is the landing page, scroll to the bottom to move forward



Mandatory \*

Tell us about your group or organisation.

Name of Group / Organisation \*

Address \*

Eircode \*

Year Established \*

Purpose of Group/Organisation \*

Contact number \*

E-mail \*

Website/SocialMedia (if applicable)

Description of the geographic area that you cover \*

Set out the governance arrangements for your organisation and attach supporting documentation such as terms of reference, constitution, AGM minutes etc, where appropriate \*

Successful applications for funding under this programme will only be paid to the applicant group/organisation's Bank Account. Please ensure you have your Bank Account details to hand if your application is successful.

Charitable Status Number (if applicable)

PPN Registration Number (if applicable)

Tax Reference Number (if applicable)

Tax Clearance Access Number (if applicable)

Group/Organisation Contact Details. Please provide details of the person who will deal with queries relating to this application on behalf of your group or organization.

Please tell us immediately if these contact details change throughout the duration of your application.

Contact Name \*

Contact Address \*

E-mail Address \*

Phone Number \*

Mandatory \*

## Project Details

Have you spoken with the Community Climate Action Officer (CCAO) about your project? \*

- ☐ Yes  
☐ No

It is recommended that you speak with the CCAO before submitting your application to ensure you are adhering to the themes of the project

How much funding are you applying for? Tick one of the below options. \*

- ☐ Medium Grant of between €20,000 - €50,000  
☐ Large Grant of between €50,000 and €100,000

If your project budget is less than €20,000 please fill in the Small Grant Application

What themes does your project address? \*

- ☐ Community Energy  
☐ Travel  
☐ Food and Waste  
☐ Shopping and Recycling  
☐ Local Climate and Environmental Action

Tick as appropriate- you are encouraged to address as many as possible.

Please indicate the location of your project using an eircode \*

It is recommended that you speak to me individually regarding your project to ensure that you are adhering to the requirements of the project

Ensure you are clicking the right amount of funding (if its less than €20,000 you need to fill in the SMALL grant application. Make sure you are choosing the correct themes, you can choose multiple

This is the Eircode of where the project is taking place (it may be different from the Eircode you previously provided)



**Purpose of the Grant/Relevance of Project:** Describe your project. Outline how the project is relevant to the purpose of the grant to shape and build low carbon communities. \*

Outline which of the five programme themes your project will address and how you will address them – you are encouraged to address as many as possible.

**Achievability:** What outputs will your project achieve? How will the project be managed to achieve and measure these outputs? What are the milestones in the project? \*

Set out details of partnerships (if any) that you will enter into to assist you with your project.

**Impacts:** What are the climate and environmental benefits of your project? How will it contribute to Ireland's climate and energy targets? \*

**Innovation/Scalability:** Does your project deal with matters common to other communities and involving solutions that can be applied elsewhere. Can your project be scaled up in your own or other communities? \*

This is the overall view of the project, be clear and concise in what you want to achieve, how this will be done and if you have any partnerships. Sell your project (it's essentially your cover letter), if it's not here then it's not part of your project

Explain why this project is doable...What are your milestones? How can you ensure the project can be achieved and completed? Who will manage the project?

Is there carbon savings, energy savings that will be made and what are they? Or will it address a different climate action need? What are the SDGs related to the project?

How will this make a change to your community, both immediate and wider? Again this also goes back to your achievability

Value for Money: How does your project represent good value for money and efficient use of resources? Outline how the project costs adequately reflect the work being undertaken. \*



Governance: What project management arrangements will be in place? Please provide details on how you will manage the project budget and other governance requirements. \*



Necessity for Grant Funding: Please provide relevant details outlining how your project could not go ahead without grant aid \*



or alternatively provide details outlining how the grant will enable you to undertake more work which your group/organisation would otherwise not be able to afford.

This is very important, you need to show that you are applying for what your community needs, that it makes a real difference and that you have thought about what you are actually doing and how it relates to the cost.

Is the project being looked after by a main committee, or a sub-committee. How will you track your progress, do you have the financial understanding of taking on a project. How will your committee be set to do this project? Evidence of projects already completed.

Why do you need the Community Climate Action Programme to fund this project, why can't you achieve this through other means. Is this something bigger than you can achieve without external funding?



Project Costs: Please provide the financial details requested below.

Total project cost \*

€

(inclusive of VAT, if it can't be reclaimed)

Amount of funding requested \*

€

(inclusive of VAT, if it can't be reclaimed)

Please declare if your group can reclaim VAT \*

☐ Yes

☐ No

If yes, quotes obtained should be exclusive of VAT

Please show the main project costs below

Item (Please specify the expenditure item - type of materials, equipment or goods) *	Cost in € *	Please indicate Selected Quote No. *

Please Indicate which quote you have selected for your project, these selected quotes should add up to your total amount of funding requested.

+

ADD A ROW

🗑

REMOVE A ROW

What is your total project cost?

What are you applying for?

These are often the same amount but maybe you are just doing part of the project now or maybe you are leveraging two different grants to complete the project?

If you can reclaim VAT then your funding request and quotes show exclude VAT

Layout Item by Item what each part of your project is purchasing, the cost of each part and the selected supplier (indicated by the quote no)

This is where you show what you are purchasing/completing

The cost of each part should be the same as the total amount of funding requested.



Have you Sought/Received 3 Quotes per project item \*

- ☐ Yes  
☐ No

Please upload a minimum of three quotes for any purchases of goods for the project. Any additional supplier quotes may be attached separately. \*Where 3 quotes for a particular product/service is not possible or overly burdensome in the case of multiple project components, the requirement for 3 quotes per item may be waived and the application may be evaluated on the quotes available. Documentary evidence should be provided showing efforts made to obtain 3 quotes where possible. The applicant should consult with their Community Climate Action Officer with prior to submitting their application. The Local Authority must be satisfied that the application represents value for money and that the applicant has engaged with suppliers in developing their proposal

Please Upload Quote 1

Click here to select file

UPLOAD

Please Upload Quote 2

Click here to select file

UPLOAD

Please Upload Quote 3

Click here to select file

UPLOAD

Please Upload Quote 4

Click here to select file

UPLOAD

Please Upload Quote 5

Click here to select file

UPLOAD

Please upload all other relevant documentation (if required)

Click here to select file

UPLOAD

Please upload all other relevant documentation (if required)

Click here to select file

UPLOAD

You are required to have sought 3 quotes for each aspect of your project. If you haven't managed to get three and only have two then also upload the email where you sought a quote.

for example, if applying for raised beds and solar panels, if there are from separate suppliers then 3 quotes will be required for the raised beds and 3 quotes likewise for the solar panels then you will upload for a total of 6 quotes. If they are from same supplier then they can be listed on the same quote and you will only upload 3 quotes

No aspect of the project can be applied for without some quotes.

Here you can also upload any other documentation you require, so maybe there is a governance document, images or pictures.

## State Aid Questionnaire

The Community Climate Action Programme is funded by State resources and as such the following three questions must be answered to determine whether or not funding your organisation's proposal could constitute state aid. If you answer YES to the following 3 questions please complete Section 4: De Minimis Questionnaire otherwise continue to Section 5

**Does the funding confer an advantage on one or more undertaking over others? \***

- ☐ Yes  
☐ No

Note: An "advantage" can take many forms: not just a grant, loan or tax break, but also use of a state asset for free or at less than market price. Essentially, it is something an undertaking could not get in the normal course of business. An "undertaking" is any organisation engaged in economic activity. - This is about activity rather than legal form, so non-profit organisations, charities and public bodies can all be undertakings, depending on the activities they are involved in. - An undertaking can also include operators and 'middlemen' if they benefit from the funding "Economic activity" means putting goods or services on a market. It is not necessary to make a profit to be engaged in economic activity: if others in the market offer the same good or service, it is an economic activity. Support to an organisation engaged in a non-economic activity isn't State aid, e.g. support to individuals through the social security system is not state aid.

**Does this funding distort or have the potential to distort competition? \***

- ☐ Yes  
☐ No

Note: If the assistance strengthens the recipient relative to its competitors, then the answer is likely to be "yes". The "potential to distort competition" does not have to be substantial or significant: may include relatively small amounts of financial support to firms with modest market share.

**Does the awarding of this funding have the potential to affect Trade between EU member states? \***

- ☐ Yes  
☐ No

Note: The interpretation of this is broad: it is enough that a product or service is tradable between Member States, even if the recipient does not itself export to other EU Markets. If the answer to all three of the above questions is "yes" then granting of funding through the Community Climate Action Programme would constitute state aid. In that case, please proceed to section 4, the De Minimis State Aid Questionnaire. If the answer to any of the above questions is "no" please move on section 5.

**Please confirm the total Euro value of all State funding your group has received in the last three-year period: \***

€	
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If you have already reached the maximum threshold of €300,000 De Minimis state aid over the three relevant years you may not be eligible to receive funding under this programme. Please highlight this to your Community Climate Action Officer.

All of these have to be answered

Read the description under each question

State Aid is when the government gives financial help to certain businesses or groups—like grants, tax breaks, or cheap loans. This kind of support can affect fair competition, so in the EU, there are rules to make sure it doesn't give unfair advantages or harm trade between countries. Some types of aid are allowed, especially if they help the economy, protect the environment, or support local development.

So if you are not selling anything in Europe you are fine.

Please give the total of State Funding you received over the past 3 years

If this is over €300,000.00 please contact me

### De Minimis Questionnaire

Where you have answered “yes” to all of the questions above, please complete this section to determine if you are eligible to receive State aid received under the De Minimis Regulation (EC) No 1998 / 2006. If the information provided below indicates you are eligible to receive funding under the De Minimis Regulation please fill out the declaration form in respect of this. • Please provide details of all other De Minimis state aid which has been granted to your organisation, within the past three years, e.g. from a state agency, government department, Local Enterprise Office, local authority, LEADER funding etc. • When a Granting Authority grants De Minimis aid to an undertaking, it must explicitly inform the enterprise of the De Minimis character of the aid and reference Regulation 1407/2013; this will enable the grantee to declare it in future applications for De Minimis support. • It should be noted that a false declaration by a company resulting in the threshold of €300,000 being exceeded could later give rise to the aid being recovered with interest.

The amount of De Minimis aid received by the organisation over the last 3 fiscal years is as follows:

Funder/Organisation that provided the Aid	Amount €	Date Funding was Approved

+ ADD A ROW

🗑 REMOVE A ROW

You only have to fill this in if you have answered YES to all questions on the previous page or if your State Funding is over €300,000.00 over the past three years.





Do you have all required planning and regulatory permissions and consents and have you all the necessary authorisations and/or rights of access to all required land, buildings and property for all the work for your project? \*

- ☐ Yes  
☐ No

Note: Where a project will be delivered from a site/building(s)/floor space that are not in the ownership of the Local Authority or either party must have a minimum five years lease for the duration of the project completion. Where this is not possible there must be a written agreement with the site owner to enable the community to use the space for a period of five years.

Does your organisation own the land/building?  
Do you have at least a 5 year Lease to use the space? Do you need planning permission for the project?

## Declaration

I declare that the information given in this form is correct. \*

☐ YES

I confirm I have read and fully understand the Terms and Conditions of the Programme on page 1 of this form \*

☐ YES

I confirm that I have read and fully understand the Guidelines prior to completing this form. \*

☐ YES

I confirm that this grant application is submitted in acceptance of and compliance with the Terms and Conditions. \*

☐ YES

I confirm that the applicant group/organisation does not have the funding to undertake the work/project without this grant aid or alternatively that the grant will facilitate more work which the group would otherwise be unable to afford. \*

☐ YES

I confirm that the applicant group/organisation is tax compliant (if tax registered). \*

County Council \*

Once you are happy with your application, make sure you click submit, once it is submitted you cannot amend your application, you will then receive an email confirming submission.  
This will go to the contact email address so make sure this is correct.

# Evaluation, Selection and Approval

For a project to be successful and receive funding they need to first pass the evaluation stage, then the selection stage and finally the approval stage.

1. **Evaluation:** All applications will be evaluated by LCCC to ensure they align with the objectives and eligibility of this Programme and will be marked against the selection criteria below. Applications must meet a minimum score of 50% or above and meet the minimum scores, to be considered for selection by LCCC.
2. **Selection:** Following evaluation, LCCC will then select the final projects taking account of the highest scores, geographical distribution of projects, desirability to fund a variety of different projects and across multiple themes and the contribution of the projects to the climate action objectives of LCCC
3. **Approval:** LCCC will submit the selected projects to the Minister of the Environment, Climate and Communications for final approval. Success at the evaluation, and selection stages is not a guarantee of funding. The Minister will decide what projects are ultimately approved and any specific conditions of funding.



# Questions?

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