

# Application Guidelines for Climate Innovation Fund 2022



*Do you have an innovative idea or practical solution for addressing climate change? Have you identified a research gap or a lost practice that can help improve climate mitigation and adaptation measures in your community?*

*Then, apply for the Kildare County Council's [Climate Innovation Fund 2022](#) today!*

Deadline: Sunday 22nd May 2022 00:00

## Introduction

Climate change is one of the most complex, far-reaching challenges of our time. The [Intergovernmental Panel on Climate Change](#), a panel of world-leading scientists that assesses the science related to climate change, has continuously painted a stark image of its consequences that will be felt world-wide. Yet, despite this bleak outlook there are in fact a host of solutions that offer us a guiding north star in mitigating and adapting to climate change's worst effects.

These solutions are proven and effective, but how can we incorporate them into our lives? Perhaps you've noticed some practical or research gaps that could reduce or eliminate greenhouse gases (carbon dioxide, nitrous oxide, methane, CFCs) within your line of work? Maybe you want to redevelop a 'lost practice' to fit with modern day life that simultaneously fosters climate action? Or maybe the basis of a climate solution lies within an [open-source data set](#)? This is where innovation comes into play. Innovation can be referred to as a new addition or change to an existing idea, product or field. By using innovation, we can tailor and improve the practicality of climate solutions and make them relevant to your local area.

Following the success of the inaugural Climate Innovation Fund in 2021, Kildare County Council's Climate Action Office is set to run an iteration of the fund in 2022. The aim of this fund is to foster innovative climate solutions in the county of Kildare. Specifically, the fund is aimed at community groups, SMEs, entrepreneurs, tradespeople, early-career researchers, education institutions and individual citizens active in Kildare. In 2022, the fund is expanding, and the following Municipal Districts have allocated Local Property Tax to fund this grant: Athy, Celbridge-Leixlip, Clane-Maynooth, Kildare-Newbridge & Naas. Because of this, the fund is restricted to individuals and groups that live or work in these Municipal Districts. This document outlines essential guidance for applying for the Climate Innovation Fund 2022. Please read this guidance thoroughly before filling out the online application form available on [Kildare County Council's Consultation Portal](#). If you have any questions or clarifications regarding the funding, please email [climateactionoffice@kildarecoco.ie](mailto:climateactionoffice@kildarecoco.ie) and submit queries by Wednesday 18th May.

*Need more of an explanation about climate change? Check out the ['Let's Talk Climate'](#) from Kildare County Council to learn more about climate change and its possible solutions.*

## Funding:

A total funding pot of €25,000 is available per Municipal District. The minimum funding request is €5,000 and the maximum request is €25,000. **To note, monies will only be granted for research / innovation activities (for example materials, communications, software, equipment, educational materials etc.) during the project. It will not cover the cost of ongoing overheads or day-day business activities of an organisation (salaries / office supplies / storage etc).**

## Timeline:

- Submission of Application: Sunday 22<sup>nd</sup> May 00:00
- Successful Applicants Notified: End May / Beginning of June
- Projects to be Completed & Reporting Submitted by: Tuesday 15<sup>th</sup> November

## Project Criteria:

1. **Quality of the Climate Adaption & Mitigation Technique:** Our assessors will be looking for a well-thought out, detailed project that is evidence-based. It is essential that proposals draw on case studies, research, news articles or other literature to support your application.

2. **Innovation:** Demonstrating innovation will be a key factor for success in projects. How does your project offer something new to proven climate solutions? Does it address a research gap? Is it a practical addition to an established process? Or something new entirely? Please provide evidence to support your case.
3. **Impact & Scalability:** Can this idea be replicated and used in other areas? How will the learnings be shared beyond your community network? To ensure wide-scale impact of the fund, the assessors will be marking projects against its scalability factor.
4. **Collaboration & Communication:** Our assessors will be looking for projects that incorporate elements of collaboration with a wide variety of community stakeholders (schools, universities, businesses, sports clubs etc.) and that demonstrates effective communication strategies (through arts, social media, libraries, radio, tv etc.) to engage them throughout the project.
5. **Value for Money:** All projects must demonstrate excellent value for money. Value for money can be defined as not paying more for a service or good than its quality or availability justifies. As such, and in alignment with Public Sector Procurement Policy, evidence of multiple quotation(s) will need to be provided in your application.

### Scoring Matrix:

The fund's projects criteria will be marked in accordance with the below scoring matrix:

Criteria	Scoring Matrix
Quality of the Climate Adaption & Mitigation Technique	30%
Innovation	30%
Impact & Scalability	15%
Collaboration and Communication methods	15%
Value for Money	10%

### Eligibility:

Please take special note of the eligibility requirements before applying for funding. They are as follows:

- The lead applicants must be located in the county and / or work in Kildare
- Applicants must be **formally established** and if requested, must produce Articles of Association / Constitution. Consortia can be formed, consisting of individuals and new groups however the applicant / lead organisation must fulfil the requirements outlined in above documentation.
- All lead applicants must be a **group registered with Kildare's Public Participation Network**. Organisations that don't have a PPN Number, such as education institutions, start-ups, entrepreneurs, freelancers, tradespeople or citizens are eligible to apply in collaboration with PPN communities / organisations.
- **Bank accounts must be in the name of the lead organisation** making the application, whether or as the lead entity in any new group or consortia.
- This grant funding is **not available to groups/organisations that receive core funding from other state agencies** unless the applicant can prove the project seeking funding is not covered under the core funding.

- Projects that require **planning permission, landowner consents and licences** that are not already in place **will generally not be considered** on this occasion.
- Evidence of **adequate insurance** must be produced, and Kildare County Council must be indemnified where appropriate
- Applicants must have the capacity to **deliver the project and final reporting by 15<sup>th</sup> November 2022**
- **Co-funding and funding from other sources (not state funding) is not a requirement for this fund** but will be looked on favourably.

### **Term & Conditions**

- Any expenditure incurred by the applicant prior to approval by Kildare County Council will not be refunded. All expenditure made throughout the project must have accompanying receipt documentation.
- Projects that already have significant funding avenues from other bodies such as SEAI, for example, will not score as highly.
- If an applicant is successful with their application, a copy of the applicant's Audited Accounts or Bank Statements for previous 12 months may be requested, however flexibility will be given where certain organisations are newly established. The submission must meet data protection legislation, the Council will not retain this information in compliance with GDPR regulations.
- If an applicant is successful with their application, any grant monies paid by Kildare County Council must be publicly acknowledged in all associated promotional material pertaining to the project
- If the proposed project impacts on the work of any Department of Kildare County Council, the works must be agreed in advance with the relevant Department and evidence of this agreement provided. This could apply where work is proposed to include Council property, public open spaces or roads and footpaths or proposes to use space within certain Council buildings for example.
- If the applicant is successful in achieving funding, they will be required to report to the council. There are three main reporting structures necessary as part of the fund, but successful applicants may be called on to make informal / formal updates to the council throughout the project. The three main reporting structures under this fund are as follows:
  - Preliminary Presentation: Once Kildare County Council has adjudicated on the application and preferred applicants have been identified, the first step in the process will require that each project group make a presentation to the Council.
  - Interim reporting: The Council will initially provide seed funding of €1,000 to get the project up and running. To get the next tranche of funding an update report will be required.
  - Final report: A final report will be required at the end of the funding period outlining what was achieved, lessons learned etc. Projects can be the basis of new businesses, charitable/not-for-profit bodies or social enterprises. A short template will be provided during the project year. €500 will be held back until the final report has been provided. Reports will include breakdown of monies spent and evidence of spending where applicable.

### **Required Documentation Checklist:**

- Completed Application Form
- Project Template Budget (To be uploaded with application form)
- Evidence of Consortium (if applicable)
- Evidence of Consents (if applicable)
- Kildare PPN Number
- Proof of Agreement with Relevant Kildare County Council Departments if project overlaps with their work (if applicable)

If successful, applicants will be notified and asked to provide the following evidence within one working week:

- Evidence of Insurance
- Lead Applicant Bank Details / Bank Statements (Please note the requesting of these details will be fully GDPR compliant and will only need to be documented to the council i.e. IBAN, BIC, Bank Details etc.)

**Useful Links:**

[Click Here for Application Form](#)

[Click Here for Budget Template](#)

[Click Here for a List of Application Questions](#)

[Click Here for a Map of the Municipal Districts](#)

**Information on Previous Awarded Projects:**

[Video on the Hedgerow Restoration Project at Derrybeg, Celbridge, Celbridge Heritage and River Catchment Association](#)

[Domestic Filtration, Climate Response Ireland](#)

[Video on Domestic Filtration Project](#)