

Kildare/Newbridge Municipal District

DRAFT Guidelines for allocating the Local Property Tax discretionary fund 2017

Introduction

The purpose of the guidelines is to set out a broad set of principles for guidance in determining how best to allocate the discretionary portion of LPT under the headings set out as agreed.

Objectives

- 1) To maximise the benefits of LPT for the most amount of people.
- 2) To achieve geographic equity proportionally over the lifecycle of this Council.
- 3) To invest in the provision of amenities that would not normally be funded save for LPT.
- 4) For LPT to be predominantly spent on high impact, visual capital projects.
- 5) To ensure fair and transparent allocation of LPT funding.

Mechanisms to achieve objectives.

- To prioritise funding projects where match funding can be achieved.
- To consider yearly thematic focus for spending on innovative projects.
- To implement a rolling program of funding where there is an opportunity to optimise expenditure over the lifetime of the council. This should include e.g. to agree the minimum annual commitments to projects like Tidy Towns to enable them to plan.
- Where funding is open to external groups that we ensure as much as is practicable that every group is aware of the funding. This will be communicated as a minimum requirement through the PPN.

Allocation Guidelines

To set aside minimum €50k annually for an innovations fund.

Remaining balance to be divided as follows provided they meet the objectives above.

70% earmarked to support projects of significant scale e.g. €50k+

30% targeted towards smaller scale community projects.

Eligibility

Groups that are registered on the Public Participation Network such as

Community Groups	Residents Associations	Youth Clubs
Tidy Town Groups	Charities	Schools (Extra Curricular Activities)
Environmental Groups	Heritage Groups	

Local community based groups that form around area based projects.

These should be supported by Kildare County Council e.g. through facilitation process under the Integrated Services Programme (ISP) where the local community defines the need and identifies an agreed locally acceptable project.

The requirements for group eligibility would be the same as those for the Community Grant Scheme i.e. Committee, articles/constitution, AGM and finance details, banking documentation etc.

Assessment Criteria

1. Show strong community focus and sustainability by demonstrating how the proposal will

- Benefit the broader community and enhance quality of life in the locality.
- Help to revitalise the local community.
- Have a positive impact on the maximum number of members of the local community.

2. Financial cost/value for money

- Evidence of how works were costed.
- Evidence of getting best value for spend/
- Where larger projects might be attracting substantial public funds, demonstrate compliance with best practice in procurement.

3. Other sources of funding

- What other streams of funding has been sourced, including own groups funds or demonstration of local fund raising efforts.

4. Ability of the group to deliver on the project

- Demonstration how the group has the capacity to complete the project i.e. plans etc.

5. Quality of the application

- Are the plans, costing, description of projects prepared in a structured manner and do they demonstrate clear objectives to sustain the project and to manage the project once completed.

Selection and Assessment Criteria

Applications will be processed by the administration staff of the Community and Culture Department.

Having examined the details of the applications and using the criteria and objectives above, the administrator will bring forward a recommended schedule of grant applications for consideration and approval by the Municipal District members. A list of project applications not shortlisted must also be provided. Councillors should have access to any application.

Payment should be made 80% up upon completion of project/achievement of objectives as stated in application and 20% upon handover of receipts and other evidence. We would encourage documentation through photography.

Additional Points

There will be a six monthly review of LPT expenditure with members reserving the right to reallocate funds where appropriate.

We will carry out a yearly assessment/measurement of the success of the expenditure in the preceding year in achieving our stated objectives.

Following research of innovation around funding in other districts, we propose during this still very early stage of LPT allocations that we employ a person to oversee the allocation across the district. The qualifying person's role would be to liaise with community groups to maximize the impact of the fund.