



## **Kilkenny County Council Graveyard Grant Scheme 2023**

Kilkenny County Council has prepared a grant scheme to assist community groups/organisations in the management and maintenance of local graveyards and is now accepting applications for the Graveyard Grant Scheme 2023.

### **Background**

Kilkenny County Council recognises and supports the enormous effort which voluntary groups around the county undertake to maintain and manage local graveyards. These graveyards are very important elements of our local community and are valuable in terms of built, natural and cultural heritage.

The Graveyard Grant Scheme 2023 aims to support community groups/organisations in the maintenance of graveyards and encourage best practice in graveyard management.

### **Who can apply?**

Any recognised community group/organisation can apply.

### **Eligible Projects**

Projects eligible for funding in graveyards include:

- graveyard maintenance
- graveyard recording schemes
- heritage studies of graveyards
- Costs associated with providing Public Liability Insurance

### **How do I apply?**

Application forms, including explanatory notes in relation to the scheme, are available from

Environment Section,  
Kilkenny County Council,  
County Hall,  
John Street,  
Kilkenny.  
Tel: (056) 779-4470  
or [environment@kilkennycoco.ie](mailto:environment@kilkennycoco.ie)

The closing date for completed applications is **Friday, 24<sup>th</sup> February, 2023.**  
*Applications received after this date cannot be accepted.*



## **Kilkenny County Council Graveyards Grant Scheme, 2023 Application Form**

### **Grant Conditions**

- Any recognised Community Group/ Organisation can apply for the grant
- The grant scheme is open to works on all graveyards in the county, and is not restricted to local authority owned graveyards.
- Each Community Group/ Organisation should have Public Liability Insurance
- Where projects require access to private property or lands, the permission of the owner must be obtained prior to undertaking works.
- All works funded under the Graveyards Grant Scheme shall be in accordance with the guidelines as set out in “The Care and Conservation of Graveyards” booklet (OPW 1995). Copies are available on request.
- No works can to be carried out before receiving grant approval from the County Council.
- Incomplete applications cannot be accepted, and will lead to delays in processing grant applications.



**Kilkenny County Council**  
**Graveyards Grant Scheme, 2023**  
**Application Form**

(Please refer to “Instructions to Applicants” attached, when completing this form)

**1. Details of Applicant Group/ Organisation**

Name of Group/Organisation: \_\_\_\_\_

\_\_\_\_\_

Contact Name for Correspondence: \_\_\_\_\_

Position of Contact Person within Group/Organisation: \_\_\_\_\_

Address for Correspondence:

\_\_\_\_\_

\_\_\_\_\_

Telephone No.: \_\_\_\_\_ Email: \_\_\_\_\_

**2. Graveyard Details**

Name of Graveyard: \_\_\_\_\_

Townland Name: \_\_\_\_\_

Please note that each graveyard requires a separate application form, i.e. the same application form cannot be used for more than one graveyard.

***N.B: Please enclose a map, at a scale of 1:10,560 or 1:2,500, showing the exact location of the graveyard***

Maps and aerial photographs can be downloaded for free from the Kilkenny County Council website. See [www.kilkennycoco.ie/eng/Services/Digital\\_Mapping/Google\\_Maps\\_Applications/Burial\\_Grounds/](http://www.kilkennycoco.ie/eng/Services/Digital_Mapping/Google_Maps_Applications/Burial_Grounds/)

**3. Ownership**

*Please contact the County Council if you are unclear as to who owns the graveyard.*

In whose ownership is the graveyard? \_\_\_\_\_

Have you got permission from the owners for work in the graveyard?

Yes  No

*N.B Where projects require access to private property or lands, the permission of the owner must be obtained prior to undertaking works.*

**4. Project Description & Timetable**

Please outline details of all proposed works and say when you propose to undertake them.

<u>Proposed works</u>	<u>Date(s)</u>
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____

***N.B: Please enclose photographs of graveyard, including photos of the area of the graveyard relevant to the proposed works***

**5. Project Cost**

Total Estimated Cost of Project \_\_\_\_\_

Amount of Grant Sought \_\_\_\_\_

If the project includes a number of different elements, include a breakdown of costs, below

<u>Proposed works</u>	<u>Cost</u>
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____

Have you applied for and/or received funding from either from this grant scheme and/or other sources in respect of this graveyard?

Yes  No

If yes, please give details (source, amount received, year etc) \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

**6. Legal Status**

Is the graveyard a Recorded Monument/National Monument?

Yes  No

*N.B. To check this, please refer to the "Record of Monuments and Places" which is available at all local libraries and the Planning Office of Kilkenny County Council, County Hall, John Street, Kilkenny.*

If yes, give details of Monument reference number. \_\_\_\_\_

**7. Public Liability Insurance**

Name of Insurance Company \_\_\_\_\_

Policy No. \_\_\_\_\_

Copy of Insurance policy enclosed.                      Yes

**8. Declaration**

I \_\_\_\_\_ confirm that I am authorised to sign this declaration. The information in it is correct to the best of my knowledge. If the application is successful, the grant will only be used for the purposes specified and will comply with the terms and conditions attached to the grant. I accept that Kilkenny County Council’s decision in respect of this is final.

Signed \_\_\_\_\_

Name \_\_\_\_\_

Position \_\_\_\_\_

Date \_\_\_\_\_

Please return the completed application form by **Friday, 24<sup>th</sup> February, 2023** to:  
Environment Section,  
Kilkenny County Council,  
County Hall,  
John Street,  
Kilkenny.  
Tel: (056) 779-4470



## Checklist for Graveyard Grant Scheme Application Form 2023

Please use this checklist to ensure that your application is complete.

1. All questions on the application form answered
2. Details of Public Liability Insurance
3. Map at scale of 1:10,560 (6") or 1:2,500 showing location of graveyard
4. Photographs of graveyard included

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### For Office Use Only

1. All information provided. Yes  No
2. Is Consent required from The National Monuments Service?  
Yes  No

3. Additional Comments

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## Kilkenny County Council Graveyards Grant Scheme, 2023 Instructions to Applicants

(Please read carefully before completing the application form)

- All questions on the application form must be fully answered. Any additional information which is requested (Public Liability Insurance Details, maps, photographs etc) must be included.
- Closing date for completed applications is **Friday, 24<sup>th</sup> February, 2023**. *Applications received after this date will not be accepted.*
- **Item 2: Graveyard Details**
  - Include a map, at a scale of either 1:10,560 (6") or 1:2,500, showing the location of the graveyard
  - Include photographs of graveyard, including area of graveyard relevant to the proposed project

**Please note that copies of maps can be downloaded for free, from the Kilkenny County Council website at:**

[www.kilkennycoco.ie/eng/Services/Digital\\_Mapping/Google\\_Maps\\_Applications/Burial\\_Grounds/](http://www.kilkennycoco.ie/eng/Services/Digital_Mapping/Google_Maps_Applications/Burial_Grounds/)
- **Item 5: Project Cost**

Payment of grants will be by Electronic Funds Transfer (EFT). Bank details will be requested from successful applicants.

All receipts relating to application have to be submitted before funding can be reimbursed.

Financial assistance cannot be provided retrospectively. Expenditure incurred before an offer of support is made is ineligible.

**All works must be completed by the end of October, 2023 and all receipts submitted by Friday 17<sup>th</sup> November, 2023.**
- **Item 6: Legal Status**

The Record of Monuments and Places is a statutory inventory of sites protected under the National Monuments Acts (1930-2004). The Record of Monuments and Places is available at all local libraries and at the Planning Office of Kilkenny County Council, County Hall, John Street, Kilkenny.

### **Footnote: Consent to undertake works**

Because of their historical and archaeological significance, most historic graveyards are protected by law under the National Monuments Acts (1930-2004). This means that most works apart from straightforward grass cutting require Consent from the National Monuments Service, Department of Culture, Heritage and the Gaeltacht. Due to the length of time required to get this consent, such works are **not** eligible under this grant scheme.