



Marine Litter Capital Grants

Application Guidance Notes

Thank you for your interest in the **Live Here Love Here Marine Litter Capital Grants**. You are **strongly** advised to read all the guidance notes before you completing an application.

Table of contents

1. What is marine litter?.....	2
2. Who is eligible?	2
3. What is the value of grants awarded?	3
4. How can this grant be spent?	4
5. What will be funded?	4
6. What won't be funded?	4
7. What are the objective(s) that should be met?.....	5
8. How may the project be monitored?.....	6
9. How can the grant be claimed?	6
10. What are your group's responsibilities?	7
11. What are the dates for the application?.....	7
12. Who sponsors this grant?	7
13. How to contact us	8

1. What is marine litter?

In relation to this grant programme the main sources of marine litter are defined as:

Land-based

- Littering of beaches and coastal areas
- Litter entering rivers and streams
- Floodwaters
- Discharge from storm water drains

Sea-based

- Fishing and aquaculture
- Illegal or accidental dumping at sea from shipping (e.g. tourism)

Note: **80%** of marine litter comes from land sources so the grants are **open to all Northern Ireland geographical areas**.

2. Who is eligible?

This grant is open to any organisation with responsibilities for managing free to access public open space, including:

- Youth, community and volunteer groups (whether constituted or not)
- Registered charities and NGOs
- Sports clubs, tenants and residents associations and religious groups
- Third level education organisations and schools
- Local Councils
- Businesses

Note that collaborative applications between two or more of the above categories are welcomed.

To be eligible:

- Your organisation is likely to be responsible for managing and/or owning free to access public open space, or if not, will have a clearly defined role in managing the local environmental quality of such space and this will be formally agreed with the land owners (note: for the purposes of this grant, schools grounds are considered as public open space)
- Your project must be located on free to access public open space or you must show how it is applicable to free to access public open space
- You must clearly demonstrate how the project will decrease the amount of litter and plastic entering the marine environment

- You must clearly demonstrate commitment and the ability to provide for the ongoing management of any physical assets (eg regular and timely emptying of bins) purchased as part of the project
- Funding must only be used for the purchase and installation of eligible capital items
- Schools must demonstrate how they will use any assets purchased in an educational context

Grants are available across the whole of Northern Ireland and are not restricted to coastal areas. However, the funding is specifically targeted at preventing marine litter. Therefore, applications **must be able to demonstrate clearly** how a project will contribute to reducing litter and plastics entering our seas. In this way, projects will help ensure good environmental status of our coastal and marine environments in relation to litter. Ultimately, this will ensure that the properties and quantities of marine litter do not cause harm to the coastal and marine environment.

3. What is the value of grants awarded?

Financial support of between **£500** and **£40,000** will be available to constituted groups, businesses and statutory bodies meeting the eligibility criteria.

Financial support of between **£500** and **£5,000** will be available to non-constituted groups.

Note: that the average grant award is likely to be a lot less than the maximum, which will only be awarded for exceptionally innovative or strategically significant projects.

Each applicant organisation can submit only one application with the exception that an applicant may also be named as a partner in a second collaborative bid. Each application will be judged on its own merit.

Note: that this is a competitive process and not all applicants will be successful.

Are there any matching funding requirements?

There is no requirement for applicants to obtain match funding for projects, however, there are two exceptions:

- Councils must provide 50% match funding
- Businesses must provide 50% match funding.

Council and business match funding must be for the purchase of capital items. Ongoing maintenance and servicing costs cannot form part of the match funding.

Irrespective of applicant, projects that deliver a higher level of match funding than required, and/or in-kind expertise, volunteers etc are strongly encouraged.

4. How can this grant be spent?

The Marine Litter Capital Grants will support organisations and groups to purchase items to:

- prevent litter and plastic pollution from entering the marine environment
- enhance the environmental management of a local area to reduce marine litter
- improve the health and wellbeing of communities and marine biodiversity recovery by helping to enhance and/or maintain the quality of public open spaces
- contribute to the quality of their local environment by changing behaviour through creative concepts to reduce the incidence of littering

Please note: capital spending is money that is spent on investment, the purchase of assets or to build something. Examples could be equipment, which will be of tangible use or benefit in providing services and meeting the objectives of the grant scheme for more than one financial year.

5. What will be funded?

To provide you with project ideas, below are some examples of what we will fund:

- Seagull-proof bins, Big Belly solar bins, innovative/interactive litter bins, cigarette butt bins
- Gull/rodent proof items to prevent scavenging
- Reasonable construction, delivery and Installation costs
- Capital items required to collect and transport litter for suitable disposal
- Innovative installations to enhance usage of bins
- Artwork that is also a bin
- Creative projects that capture litter before it reaches water courses
- 2 minute litter-picking boards for communal use (note: **not** individual litter-pickers)

6. What won't be funded?

The primary focus of the Live Here Love Here Marine Litter Capital Grants is to equip organisations and people who manage public open spaces to reduce marine litter.

While the items below may be part of your project, the Live Here Love Here Capital Grants will **not** fund these items:

- Project running costs – salaries, insurance, mileage, office overheads, administration, project management fees, advertising and promotional costs
- Costs for events
- Volunteer expenses including water bottles or any items of clothing
- Professional fees more than 25% of an awarded grant
- Structures requiring maintenance from a local authority unless a management/maintenance agreement can be evidenced
- Murals, signage, posters, banners, leaflets and literature
- Match funding for other projects
- Indoor bins / projects
- Dog fouling bins
- Litter-pickers (available through other Live Here Love Here initiatives)
- Waste removal costs
- Any items not deemed to be capital expenditure
- Retrospective costs, that is, only items purchased after Letter Of Offer issued are eligible.

7. What are the objective(s) that should be met?

Proposed projects must meet one or more of the following objectives:

- Enhance the environmental management and quality of a local area by preventing litter and plastics from directly entering the sea
- Enhance the environmental management and quality of a local area by preventing litter and plastics from entering rivers, water courses, drains, etc. that lead, ultimately, to the sea
- Improve the health and wellbeing of communities and marine biodiversity whilst helping to improve and/or maintain public spaces
- Contribute to a strategic approach to reducing litter pollution in our rivers and seas
- Design and create new, aesthetically appealing or engaging, innovative assets for deployment
- Demonstrate collaborative working (applicable to all criteria a-e).

Applicants should note that projects do not need to meet all the objectives but applications should strongly indicate those objectives that are being met.

Projects will be assessed in the following areas:

- impact on reducing marine litter

- project need
- long term management
- value for money and leverage
- history of success/involvement/collaboration
- meeting objectives.

All items purchased through the Capital Grant must be for personal gain.

8. How may the project be monitored?

During project delivery, the Live Here Love Here team may contact participating groups to arrange site visits to monitor the progress of their project(s). Similarly, after you confirm your project is completed we may arrange a site visit to verify completion and expenditure. In accepting a grant you agree to facilitate these visits and provide all information requested in a timely manner.

Sites visits can take place up to two years after your grant claim. All items funded through the programme must be in regular use for a minimum of 2 years after the grant is claimed with data of litter collected/removed diverted from marine sites recorded on the Live Here Love Here app. Failure to comply could result in the grant funds being recovered.

We may also seek your help in developing publicity materials to assist in promoting the grants in future years. These arrangements will be kept under review and site visits will be undertaken in accordance with national government guidance on social distancing at that time.

9. How can the grant be claimed?

Partial payment of Grants will be available and funding will be released upon confirmation that elements of the project are complete and grant claim documents are submitted.

Ensuring value for money

- No quotes are required for items under £300
- Two quotes for items £300 to £3,000
- Three written quotes for items exceeding £3,000
- Tender process for items/work from a supplier exceeding £30,000

Receipts/invoices and proof of expenditure must be submitted with **ALL** claims for **ALL** items purchased (evidence of online quotes will be accepted).

Failure to comply may result in grant funding being withheld or withdrawn.

Information about the online claim process will be circulated to successful projects during October 2022.

Council and business applicants will be required to provide proof of the full expenditure in advance of the 50% payment being released. No advance payment is available.

Where deemed necessary, applicants (though excluding business and council applicants) may be able to claim 80% of funding upfront with the final 20% paid on receipt of a completed and satisfactory summary report. This will be assessed on a case by case basis and approved only where any relevant additional information has been supplied to Keep Northern Ireland Beautiful.

If you have any questions in connection with the grant, please contact a member of the Live Here Love Here team at:

Email: marinelittergrants@liveherelovehere.org

10. What are your group's responsibilities?

Insurance

It is **your** responsibility to ensure that all of your activities, including all assets purchased and installed, project materials etc. arising from this project are properly and fully insured for public, employee or any other liability.

Landowner Permission

It is **your** responsibility to ensure that all permissions, consents, legal requirements, etc. are complied with before you commence your project.

11. What are the dates for the application?

Below are the important dates for the Capital Grants Scheme:

Application stage	Deadline
Fund opens	Monday 4 July 2022
Fund closes	Friday 16 September 2022 at noon
Assessment completed and letter of offer sent	Friday 21 October 2022
Projects completed and all financial claims submitted	Tuesday 28 February 2023

12. Who sponsors this grant?

The Live Here Love Here Marine Litter Capital Grants are being provided by the Department of Agriculture, Environment and Rural Affairs through the Live Here

Love Here collaborative partnership, involving DAERA, ten Local Councils, Northern Ireland Housing Executive and Keep Northern Ireland Beautiful.

13. How to contact us

Email: marinelittergrants@livehereandlovehere.org

Phone: 078 5077 4853

Live Here Love Here is managed by [Keep Northern Ireland Beautiful](#).