******

***Laois Public Participation Network***

**Mick Dowling Memorial Fund 2020.**

**Nomination Form**

|  |  |
| --- | --- |
| Read this letter.JPG | Read the terms & conditions. |
| Fill in Form.JPG  | Fill in the nomination form. |
| Return this form.JPG | Return the nomination form. |

***This form should be used to nominate a PPN Group, Club, Organisation.
Groups, Clubs & Organisations can nominate themselves.***

**TERMS & CONDITIONS:**

1. Only groups, clubs, organisations who have registered with Laois Public Participation Network on or before 31.12.2019 are eligible to apply.
2. Groups, clubs, organisation (who registered pre 2019) must re-register, or undertake to re-register their PPN memberships in order to be eligible to apply. Groups, clubs, organisation must have re-registered on or before 30.04.2020.
3. The nominated PPN member organisation must be well established.
4. Please note that the nominator can be a member of the nominated group. Alternatively it is not necessary that the person/group making the nomination is associated with, or a member of, the nominated group.
5. The nominated group must have set out what they are about, highlighting their current/recent activities and the impact that all of their activities have on the local and wider community including.
6. The nominated group must have set out what their plans are for the future, based on their commitment to making a difference in the community.
7. The group, club, organisation must have their own bank account and tax reference number.
8. Photographs may be sent to media for advertisement about the fund, and posted on social media sites. **Please tick to consent to your photos being used in this manner.**
9. **The total fund of €3000 will be divided equally between three groups ie one group per Municipal District (Portlaoise, Borris-in-Ossory/Mountmellick, Graiguecullen/Portarlington)**

**JUDGING CRITERIA**

*Groups will be judged by the Adjudication Panel based on the following criteria:*

* Contribution of the group to the community
* How representative the group is of the community
* Level of voluntary involvement and participation
* How well a groups services and/or activities are planned and delivered, and the use of pioneering approaches
* Positive impact of the work of the group on the local and wider community
* Use of inclusive working methods, e.g., reaching out to ensure that those who most need to actually get involved/benefit from inclusion.
* Future benefits to the community

**Completed application should be sent by email to** **ppn@laoiscoco.ie** **or posted to**

**Laois Public Participation Network, JFL Avenue, Lyster Square, Portlaoise, Co. Laois**

**Closing Date 5pm on Monday 31st August, 2020**

 **For further assistance and queries, please contact (057) 86 65661 or email ppn@laoiscoco.ie**

**I wish to nominate the following Group, Club, Organisation for the Mick Dowling Memorial Fund**

***Details of Nominated Group, Club, Organisation:***

|  |  |
| --- | --- |
| **Name of Nominated Group, Club, Organisation** |  |
| **Address***(of nominated Group, Club, Organisation)* |  |
| **Contact Name** *(for nominated Group, Club, Organisation)* |  |
| **Phone No. (daytime contact)***(for nominated Group, Club, Organisation)* |  |
| **Email address of contact***(for nominated Group, Club, Organisation)* |  |
| **PPN Registration Number***\*(only groups, clubs, organisations registered on or before 31.12.2019 are eligible to apply. Groups, clubs, organisations registered pre 2019 must re-register with Laois PPN)* |  |
| **Municipal District***(Must be the same as the Municipal District for which the group, club, organisation is registered with Laois PPN)* | Portlaoise MD.............................................Borris-in-Ossory/Mountmellick MD............Griaguecullen/Portarlington MD................. |

**I can confirm that the nominated group, club, organisation has re-registered with Laois PPN.**

**Yes NO**

***If you answered NO to the above, please ensure that the nominated group re-register***

***with Laois PPN on or before 30/04/2020.***

***Any group, club, organisation that has not re-registered by this date will be deemed NOT eligible to apply.***

1. **No. of Voluntary workers**
2. **No. of Paid Workers**
3. **No. of Members**
4. **What year was the club, group, organisation founded?**
5. **How is the Group funded? \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

***Details of Nominator:***

***(the person or group making the nomination, – please ensure you read the terms & conditions regarding this section!)***

|  |  |
| --- | --- |
| **Your Name***(either an individual or a group)* |  |
| **Your Address** |  |
| **Phone No. *(daytime contact)*** |  |
| **Email address for contact** |  |

**State the reasons why the group/club/organisation deserves the fund?**

1. \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
2. \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
3. \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Please highlight the current/recent activities and achievements of the nominated group/club/ organisation?**

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

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

**How does the group/club/ organisation benefit the community?**

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

**What are the future plans of the group/club/ organisation?**

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

**How will monies from the Mick Dowling Memorial Fund be used?**

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

*\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_*

*\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_*

*\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_*

**SIGNED: DATE:**

**Data Protection**

In accordance with the General Data Protection Regulations 2018, the definition of personal data is  - ‘personal data' means any information relating to an identified or identifiable natural person ('data subject'); an identifiable natural person is one who can be identified, directly or indirectly, in particular by reference to an identifier such as a name, an identification number, location data, an online identifier or to one or more factors specific to the physical, physiological, genetic, mental, economic, cultural or social identity of that natural person.

Laois Public Participation Network creates, collects and processes a large amount of personal data in various multiple formats on a daily basis. Laois Public Participation Network’s commitment is that the personal data you may be required to supply to us is:

* + Obtained lawfully, fairly and in a transparent manner
	+ Obtained for only the purposes of the Mick Dowling Memorial Fund 2020.
	+ Adequate, relevant and limited to what is necessary for purpose for which it was obtained.  Data will be used for administration purposes and financial purposes.  Necessary information will be shared with the Accounts Payable Section of Laois County Council for the purposes of Mick Dowling Memorial Fund payments.  Data may be used for audit purposes.
	+ Recorded, stored accurately and securely and where necessary kept up to date.
	+ Data will be kept securely in the Public Participation Network Offices for a period of 6 years after completion of the project, after such time it will be destroyed.
	+ Legal basis – Local Government reform Act 2014

Your Data Protection Rights

You have the right to request access to personal data held about you, obtain confirmation as to whether data concerning you exists, be informed of the content and source of data and check its accuracy. In addition, if the data held by us is found to be inaccurate you have the right to change, remove, block, or object to the use of, personal data held by Laois Public Participation Network. Please note that to help protect your privacy; we take steps to verify your identity before granting access to personal data.