**We strongly recommend that you read the How to Complete your Entry Form section at the beginning of the Entry Form and the Terms and Conditions issued with the hard copy version and also available on** [**www.tidytowns.ie**](http://www.tidytowns.ie) **before completing this form.**

**About You!**

Name of your Town/Area/Village/Island: County:

Region:       (See list of Regions / counties at Terms & Conditions no. 15.)

Last Year of Entry:       Organisation Name:

Contact Name:       Address:

Estimated Location

*Your adjudicator may not have visited your area before so please describe briefly where your town or village is located within your county, e.g. Xkm north/south etc. of the nearest large town, or give the road number along which your town is situated. Absolute clarity is of key importance.*

Phone:       Email:       Web or Social Media address:

**Population Category**

Please tick your population category and enter your actual population (based on the latest census). If you are unsure please check with the central statistics office, www.cso.ie or your Local Authority. Your adjudicator may check you have entered the correct category.

Please enter your actual population here e.g. 19,999 \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Prize Category Population**

**Village** [ ] A (Under 200) **Large Town** [ ] E (5,001 to 10,000) [ ] B (201 to 1,000) [ ] F (10,001 to 15,000)

**Small Town** [ ] C (1,001 to 2,500) **Large Urban Centre** [ ] G (15,001 to 25,000)

 [ ] D (2,501 to 5,000)  [ ] H (25,001 and over)

By signing below, I understand and agree to be bound by the terms and conditions of SuperValu TidyTowns and agree to our details being released to; INWK Printers, Railway House, The Waterways, Sallins, Co. Kildare for the purpose of posting invitations, entry forms, results books or other documentation for the purpose of organising and promoting the SuperValu TidyTowns Competition and other related initiatives and also to the TidyTowns Adjudicators as part of the Entry Form upon which their adjudication is based.

**Signed (on behalf of entrant)**

      Date:

**Community - Your Planning and Involvement 60 Marks**

Marks are awarded for the overall quality of the Entry Form, town/village map and appropriateness of backup material submitted with your entry. Other key issues are the participation of the local community, businesses, schools and youth in general; working partnerships with local civic agencies; works carried out and appropriate projects completed; existence of an achievable updated TidyTowns Plan. Consideration will be given to social inclusion, whole of community approach, the role of volunteers and new residents in activities.

Number involved in your Committee:

Number not on committee but who volunteer:

Please indicate level of voluntary commitment (number of TidyTowns meetings, community meetings, general involvement of the community, new residents, etc.):

Please list all of the agencies, bodies and businesses that have supported your activities through sponsorship, resources, funding, advice, etc.):

How do you communicate with your community (newsletter, newspapers, public meetings, email, social media, website, etc.)?

How do you engage with your local schools, youth clubs, etc.? How do you involve youth in your work, do you have a Junior TidyTowns, is there youth representation on your committee.

Identify any specific project where particular effort was applied since June 1st, 2017. (This can include ongoing maintenance work or new project)

Approximately how many years has your community entered the competition. How has your community benefited from involvement in the competition?

Please summarise how you see your group’s work contributing to the development of your community.

**Streetscape & Public Places 50 Marks**

**Buildings:** Conservation and presentation of heritage buildings and quality of shop-fronts will be considered, taking account of the design, sustainability, accessibility, usability and suitability of new structures or civic amenity buildings for all people, regardless of age, size, ability or disability. Please highlight the efforts made to address derelict sites and unoccupied buildings even if unsuccessful.

**Public Spaces:** Consideration will be given to; squares, parks, streetscape, paving, landscaping and street furniture mindful of sustainability and access for all. Condition of street lighting, building facade lighting, appropriately designed signage and way-finding relating to streets and place nameplates. Attention will be given to the presentation of parking locations, historical trails, walkways and access points to local amenities or facilities and the general use of the Irish language.

**Please refer to Note 3 on Page 1 of the application booklet and state if you have**

**entered a Special Award relevant to this category.**

List projects undertaken since June 1st, 2017 including, new projects (N) completed this year, previous projects that you have improved or maintained (M) and future projects (FP) you are proposing to develop. It would be helpful if you could number your project descriptions and include date project was initiated and completed, where applicable.

**Note: Please ensure all priority projects are uniquely referenced on your map and legend using the reference numbers assigned below**.

**Green Spaces and Landscaping 50 Marks**

Communities should demonstrate the following: The planning, design and management of green spaces. The Selection and appropriate siting of trees and their ongoing maintenance, including formative pruning, watering and attention to the stakes and ties. Presentation of landscaping of all entrances to your town/village/locality in consultation with your local authority, where appropriate. The use of suitable plants for hedges and shrubs for year round effect is important as is the siting of seasonal bedding schemes where you wish to highlight important areas. The use of plant containers can provide impact where it is not possible to plant directly into the ground. To reduce maintenance tasks limit the use of containers. To demonstrate the year round impact of the landscape works in your community, you are encouraged to provide dated photographs of, for example, daffodil schemes which are not evident in summertime.

**Please refer to Note 3 on Page 1 of the application booklet and state if you have**

**entered a Special Award relevant to this category.**

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**Note: Please ensure all priority projects are uniquely referenced on your map and legend using the reference numbers assigned below.**

**Nature and Biodiversity in your locality 50 Marks**

Show your understanding and awareness of nature and biodiversity in your locality. This may include protected areas and/or areas important for conservation e.g. waterways, field boundaries, coastal features etc.

Show an appreciation of how your local species and habitats should be best managed and protected. Evidence of co-operation with expert groups and relevant authorities, especially in carrying out work in sensitive areas is desirable.

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**entered a Special Award relevant to this category.**

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**Note: Please ensure all priority projects are uniquely referenced on your map and legend using the reference numbers assigned below.**

**Sustainability - Doing more with less 50 Marks**

Describe how your activities help to make your centre more sustainable and reduce your environmental impact. For example, consider how you use your resources (e.g. methods or materials you use), in your project work under one or more of the following key themes: sustainability, water, transport, waste, energy, and climate action. Describe awareness raising activities carried out across your community and detail any involvement with other Community Groups in this category.

**Please refer to Note 3 on Page 1 of the application booklet and state if you have**

**entered a Special Award relevant to this category.**

List projects undertaken since June 1st, 2017 including, new projects (N) completed this year, previous projects that you have improved or maintained (M) and future projects (FP) you are proposing to develop. It would be helpful if you could number your project descriptions and include date project was initiated and completed, where applicable.

**Note: Please ensure all priority projects are uniquely referenced on your map and legend using the reference numbers assigned below.**

**Tidiness and Litter Control 90 Marks**

**Tidiness:** General lack of clutter, blocked footpaths, redundant poles, unsightly overhead electric cables, absence of graffiti and fly-posting and evidence of control of weed growth at kerbs. Absence of unsightly and or inappropriate advertising, such as that on gables of buildings and mass produced advertising banners in shop fronts. Please note that although general tidiness is evaluated and marked in this category, tidiness is also considered under other categories including the Streetscape & Public Places, Approach Roads, Streets & Lanes.

**Litter:** The adjudicator will assess the absence of litter and dumping, evidence of litter control strategy, including regular litter patrols, segregation of collected litter during clean-ups and promotion of anti-litter awareness throughout community.

**Please refer to Note 3 on Page 1 of the application booklet and state if you have**

**entered a Special Award relevant to this category.**

List projects undertaken since June 1st, 2017 including, new projects (N) completed this year, previous projects that you have improved or maintained (M) and future projects (FP) you are proposing to develop. It would be helpful if you could number your project descriptions and include date project was initiated and completed, where applicable.

**Note: Please ensure all priority projects are uniquely referenced on your map and legend using the reference numbers assigned below.**

**Residential Streets & Housing Areas 50 Marks**

Residential streets that include Town Houses are integral parts of towns and villages and should be treated in a similar fashion to public and private housing developments. Consideration is given to proper presentation and maintenance of all properties with due cognisance given to maintenance of frontages, boundary and gable end walls. Gardens, where applicable, should be presented to a good standard. In housing developments green areas should be cut regularly. Children’s play areas to be considered with equipment maintained to best standards. Where possible individual estates should have suitable name signs - stones, plaques, sign posts, etc. preferably bilingual. Unfinished estates will not reflect badly on the efforts of any community but examples of how the community is addressing this issue should be highlighted.

**Please refer to Note 3 on Page 1 of the application booklet and state if you have**

**entered a Special Award relevant to this category.**

List projects undertaken since June 1st, 2017 including, new projects (N) completed this year, previous projects that you have improved or maintained (M) and future projects (FP) you are proposing to develop. It would be helpful if you could number your project descriptions and include date project was initiated and completed, where applicable.

**Note: Please ensure all priority projects are uniquely referenced on your map and legend using the reference numbers assigned below.**

**Approach Roads, Streets & Lanes 50 Marks**

Appropriate presentation of approach roads, including the roadside verges and their boundary treatment. The appearance of town and village streets, connecting roads, laneways, bridges and cycle lanes. Provision for inclusive access and pedestrian connections.

**Please refer to Note 3 on Page 1 of the application booklet and state if you have**

**entered a Special Award relevant to this category.**

List projects undertaken since June 1st, 2017 including, new projects (N) completed this year, previous projects that you have improved or maintained (M) and future projects (FP) you are proposing to develop. It would be helpful if you could number your project descriptions and include date project was initiated and completed, where applicable.

**Note: Please ensure all priority projects are uniquely referenced on your map and legend using the reference numbers assigned below.**

**Mapping your town or village**

Please draw or attach a sketched or printed map of your town/village/area with street and place names and prominent landmarks. The locations of your new work for this year’s competition should also be marked. Ensure each project is clearly listed in the legend.

**Please see advice at Note 5 of ‘How to complete your SuperValu TidyTowns 2018 Entry Form’ at the beginning of the TidyTowns booklet or on www.tidytowns.ie.**

**Please note the following advice;**

* A hand-drawn map is perfectly acceptable if a formal printed map is not available or suitable.
* Map should be a manageable size, A4 or A3 depending on the layout of your town or village.
* Please name priority streets/roads as necessary and mark the key public buildings/landmarks.
* You are advised not to use Google mapping.
* You may find Ordnance Survey Ireland Urban (or Rural as applicable) ‘Place’ Maps most useful.
* A clear legend is essential; please ensure that a unique numbering sequence is applied.

**Closing Date: 23rd May 2018**

**Send only one copy of entry. If you are emailing the entry, send the complete entry in one email, if that is not possible, please post your entry.**

**Completed \*Entries should be returned to;**

**TidyTowns Unit**

**Department of Rural & Community Development**

**Government Offices**

**Ballina**

**Co. Mayo.**

 **Email to: TidyTowns@drcd.gov.ie Telephone: 0761006836**

**Your entry should contain, an entry form, a map and a summary of your multi annual plan in one email**