

Welcome to the SuperValu TidyTowns competition for 2021. Please read the following very carefully before you complete your entry form noting the email size limit of 20MB.

We are delighted to announce some new sponsors under our Special Awards category for 2021. Please see the list of awards on this site giving greater detail on these special awards.

If you encounter any difficulties accessing any of the special awards application forms, please contact the TidyTowns unit at [tidytowns@drcd.gov.ie](mailto:tidytowns@drcd.gov.ie) and we will provide the relevant forms to you for completion. If you have entered one or more of the Special Awards, which are relevant to a TidyTowns category, you should also record this as a project on your TidyTowns Entry Form.

1. These terms and conditions together with any guidelines set out in the SuperValu TidyTowns Handbook or the SuperValu TidyTowns Entry Form are the competition rules (“the Rules”). By entering the competition, entrants agree to be bound by the Rules.
2. The SuperValu TidyTowns Competition (“the Competition”) is organised by the Department of Rural and Community Development (“the Department”). In the event of any dispute the decision of the Department will be final.
3. To enter the Competition, the entrant must be a body entering on behalf of a town, village, island or stand-alone area (“town”) and should be working towards being broadly representative of all sectors residing or working in the town.
4. Only one entrant per town is allowed. Where a town has more than one entrant, the Department will, at its absolute discretion, select one to participate in the Competition.
5. Competition entries should be made in the manner, and by the closing date, specified. Late entries will not be accepted. Please keep supporting documentation as concise as possible as the Adjudicators have a limited time to review all material, therefore only material relevant to the projects for consideration should be provided.
6. Entries should be submitted electronically to [tidytowns@drcd.gov.ie](mailto:tidytowns@drcd.gov.ie) on or before the closing date, the entry should be contained in one single email and should not exceed 20MB. Entries cannot be submitted via DropBox, Google File share or any other file sharing mode.
7. Backup information should be as concise as possible and should only relate to this year’s entry. Additional information should be clearly referenced to the appropriate category in the entry form. Adjudicators welcome the inclusion of links to websites or social media, which can support your activities or give further information. We recommend that you identify all photographs, referencing them all clearly with information on the various project of initiative and the date of when the photograph was taken.
8. An acknowledgement email will issue from the Department’s TidyTowns email address to all correspondence received in respect of 2021 entries. A list will be updated regularly on the TidyTowns website listing all entries that have been registered for the 2021 competition. All entrants must visit [www.tidytowns.ie](http://www.tidytowns.ie) to ensure their entry has been received and registered. If one week after the closing date, your entry is not listed; please contact the TidyTowns unit on 076 100 6938, failure to do so may result in your entry not being registered for the 2021 competition.

- 9.** Marks are awarded for the quality of your entry form. The form should be concise and should clearly reference all works undertaken since June 2019. With regard to your new or maintenance projects, identification and location details are important. Accordingly please ensure that;
  - The location of each separate project is marked on the map where this is appropriate. Obviously, this requirement may not apply to some items – for example survey work.
  - Provide a brief description of the project with appropriate details.
  - Indicate when the work started and when it finished, or the proposed completion date for on-going or long-term projects.
- 10.** A good town or village map is essential to your entry. A hand-drawn map is perfectly acceptable if a formal printed map is not available or suitable. The map should be of a manageable size, A4 or A3 depending on the layout of your town or village. On the map please name all streets and roads as necessary and mark the key public buildings and landmarks. You are advised not to use Google mapping as this is often unclear/inaccurate. You may find the Ordnance Survey Ireland Urban (or Rural as applicable) ‘Place’ Maps most useful. A clear legend is an essential part of a map and you are recommended to include a legend on the map sheet itself. When numbering projects, your first project under Streetscape & Public Places should be numbered 1, and carry this numeric sequence into subsequent categories. Numbers should not be replicated. Failure to include an adequate map may affect marks under the Community – Your Planning and Involvement category.
- 11.** Photographs can be of great assistance to your Adjudicator. Before and after photographs are helpful, just a pair of photographs of each new project is recommended. If you are including photographs, we recommend you incorporate them into the form under the relevant category or as an appendix to the form in a WORD document, you can easily fit up to 6 photographs on an A4 page. Please remember to title each photograph so the Adjudicator knows what project it refers to.
- 12.** Prize winners will be selected by a panel of Adjudicators appointed by the Department. Unless otherwise stated all prizes will be awarded to the entrant.
- 13.** The Adjudicator will examine new or maintenance projects, which have been completed between June 1st 2019, and the 2021 competition closing date. Adjudications commences 2 weeks after the closing date.
- 14.** Prize winners will be announced in Q4 2021 and prizes awarded on dates decided by the Department. Failure to claim a prize in the manner specified by the Department may result in the prize being withdrawn or selection of an alternate winner. The Department reserves the right to substitute/alter prizes at any time.
- 15.** The Department cannot accept responsibility for any damage, loss, injury or disappointment suffered by any entrant entering the Competition or as a result of accepting any prize.
- 16.** Information supplied will only be used for the purposes of organising and promoting the Competition and related initiatives. Contact details for committees will be shared with the sponsors and the printing company to allow mailing correspondence with committees. These details will be destroyed following each mailing. All contact details from committees will be destroyed after 3 years in line with GDPR guidelines.
- 17.** Main prizes are the prizes awarded to entrants by virtue of their overall score in the Competition, assessed under the following categories:

### Category Marking Structure

- Community–Your Planning & Involvement 60
- Green Spaces & Landscaping 60
- Sustainability–Doing more with less 50
- Residential Streets & Housing Areas 50
- Streetscape & Public Places 60
- Nature & Biodiversity in your Locality 50
- Tidiness & Litter Control 90
- Approach Roads, Streets & Lanes 50

Total 470

**18.** Prizes unless otherwise stated, consist of a money prize and a certificate.

**19.** The overall title, Ireland’s Tidiest Town is awarded to the entrant with the highest score in the Competition. In addition to a money prize and certificate, the winner receives a perpetual trophy (which must be subsequently returned to the Department on request), a plaque and funding towards a day of celebration the following year. It is imperative that you enter under the correct Population Category.

**20.** The titles Tidiest Village, Tidiest Small Town, Tidiest Large Town and Tidiest Large Urban Centre are awarded to the entrant with the highest score in population categories A & B, C & D, E & F and G & H respectively. In addition to a money prize and certificate, the winner receives a perpetual trophy, (which must be subsequently returned to the Department on request). It is imperative that you enter under the correct population category.

**21.** Population categories are as follows;

Population category	Population	Population category	Population
A	Under 200	E	5,001 to 10,000
B	201 to 1,000	F	10,001 to 15,000
C	1,001 to 2,500	G	15,001 to 25,000
D	2,501 to 5,000	H	25,001 and over

**22.** The Regional Awards are awarded to the first placed entrant in each of the following regions:

Region	Counties
Midlands & East	Dublin, Kildare, Laois, Longford, Louth, Meath, Offaly, Westmeath, Wicklow
North West & West	Cavan, Donegal, Leitrim, Monaghan, Sligo, Galway, Mayo, Roscommon
South & Mid–West	Cork (North), Cork (South), Cork (West), Kerry, Clare, Limerick
South East	Carlow, Kilkenny, Tipperary (North), Tipperary (South), Waterford, Wexford

- 23.** The County Awards are awarded to the first, second and third placed entrant in each county, (Tipperary is divided into North and South, and Cork into North, South and West). The Endeavour Award is awarded to the entrant in each county that made the biggest percentage improvement on the previous year's score.
- 24.** A Gold, Silver or Bronze Medal is awarded to an entrant with a score falling within a specified range of marks of the overall winner of the competition as follows;

Gold / Silver / Bronze.

Population A&B Within 5 / Within 10 / Within 15

Population C&D Within 10 / Within 15 / Within 20

Population E&F Within 15 / Within 20 / Within 30

Population G&H Within 20 / Within 30 / Within 40

- 25.** Other initiatives may arise from time to time and qualifying towns will be contacted by the Department as required.