# EPA Local Authority Prevention Network (LAPN) Funding

# Application template

LAPN applications can be made by completing the budget template and this application template, which describes what you are planning to do.

It is envisaged that the application is only a short document, typically a couple of pages, depending on the scale of project proposed. Sufficient detail should be provided so that the evaluators can get a good impression of what is proposed.

**Suggested Headings:** Use these headings and suggested content as you see fit –not everything will be relevant to every project type. If you are carrying out a number of projects, you can describe these individually or combined, whichever works best in terms of clarity. See the *Guide for Applicants* to see what the evaluation criteria are - you can keep these in mind when choosing your projects and while describing them in this application. In particular, remember the project should be relevant to **waste prevention / resource efficiency**.

Completed applications (budget and application templates) should be submitted by email to Helen Bruen at [h.bruen@epa.ie](mailto:h.bruen@epa.ie) by Friday 22nd March. Please see the separate document “Guide for Applicants” for information.

# Application template

**Project name:**

**Project description and plan:**

Briefly describe what you are planning to do and its objective. Include the likely main actions or tasks and what you want to achieve from the project. Give an indication of the expected timeframe of the project work.

**Relevance to waste prevention/resource efficiency:**

Give a brief indication here.

**Who is to be involved:**

Briefly mention the people/organisations that you plan to get involved, be it internal in the local authority or external, as relevant. If you are partnering with another local authority, you can mention this.

**Anticipated outputs and outcomes**:

Briefly describe, as relevant. Include what Key Performance Indicators (KPIs) you plan to track, i.e. what will be used to show the impact of the work (e.g. numbers of participants involved, kg of waste saved, amounts of money saved, etc.)