

**Congratulations, this is the first step in setting up a group!**

Choosing or thinking about starting a group is a great step to improving your local area and building a strong community with your friends and neighbours.

We have put together a handy step by step and advice guide for any person or group looking to start an environmental group in their area. This document was put together by people like you, who have an interest in their community. They have gone through the process of setting up an environmental group and hopefully you'll find their advice helpful and point you in the right direction.

Before you get started there are a few things to consider:

Groups are normally made up of 3 to 4 people (but can be less) the more people you have the quicker you'll make progress but remember everything, no matter how small, helps and has an impact.

Groups normally carry out the following activities: litter picking, weeding, planting and generally maintaining the tidiness and upkeep of your paths / roadside verges / open green spaces.

By keeping on top of these jobs, your area is kept in good condition all year round and saves having to do big clean up jobs in one go that might feel a bit too big to tackle.

Everyone starts small! You can't do everything in one go. Start by litter picking once a week. Maybe weed one week and plant another. Pick one project and have fun, enjoy watching your area take bloom.

Now let's get the ball rolling!

- Think of a group name.
- Recommend having at 3 to 4 core members, as long as one member has a bank account.
- You will need a group bank account or group credit union account to lodge DCC Grants.
- Recommend 2 members open the group account together.
- Use the group name as the account name if you can, it's easier when you are going for grants.
- You can get funds for your group through grants and competitions.
- *You do not need a group bank account to enter competitions.*
- Get in touch with Yvonne in the DCC Community dept or Marguerite in the DCC Public Domain dept. (contacts below) to register your group using the '*Environmental Working Group Registration Form*' (attached)

Key events and dates:

- The **DCC Community Grant Form** comes out September. If you are awarded funds for your planned projects, you normally get it in May / June.
- **DCC City Neighbourhoods Competition** normally launches in April and the judging takes place during June and July.
- **DCC Team Dublin Clean Up day** normally takes place during April. This is a large clean-up day which is run all over Dublin and can be entered as a category in the DCC City Neighbourhoods Competition.
- **Ballymun Tidy Towns Competition** normally launches in June and judging takes place in July.
- You can also get funds through the **Ballymun Tidy Towns / Repak Recycling Project**. Details can be found on the Ballymun Tidy Towns Facebook page or email: ballymuntt@gmail.com
- Draw up a plan of what you want to do each year. It is great to have strong links with DCC Public Domain and Community Development depts. They will help you when you are planning your projects and applying for grants.

Examples of projects that have been done around Ballymun to inspire you!

- *PACE boxes and larger planters.* These can be placed along your road. You have to make sure there is enough space for people in wheelchairs / visually or mobility impaired can get by. It should be ok if you can push a double buggy past.
- *Fairy Doors and Garden.* You can attach / paint Fairy doors at the bottom of established trees along your road. Add some planting around the trees and you have a magical garden for the kids. Remember that the doggos love marking their territory, so have some pee proof perennial planting at the corners!
- *Bug Hotels.* These are a great way of bringing the bees and butterflies into your area and a great way of teaching the kids about biodiversity.
- *Planting.* This can be started in your own front garden and spill out onto the road. If you have any open green public areas, plant them up. Please use the 'Adopt a Patch' form (attached) and hand it into DCC Public Domain or Community dept. Ask neighbours for cuttings / seeds or donations from their own garden. A splash of colour from any plant will really brighten up your area. Don't have a green thumb? No worries, get in touch with Ballymun Tidy Towns, their volunteers will help you with picking out types of flowers / shrubs which are great for the bees and butterflies.
- *Painting.* Do you have a public wall that needs some TLC? DCC Public Domain dept. will be able to help you plan a painting project to brighten up that wall.
- *Street Feasts / Fun Days.* This is a great way of getting neighbours together as a community to sit back and enjoy all the work done for your area.

Helpful contacts:

DCC Public Domain department

- Provides support through supplying paint and brushes for public painting projects. Provides clean up equipment, getting bags collected after clean up, support and advice on large clean ups, DCC competitions and also flyers printed if needed.
- Once you have the blue bags full of litter / weeds please call, txt or email Astrid / Yvonne with your name and exact location and amount of the blue bags so they can log it into DCC system to be collected.
- Contact: Astrid: – phone: 01-2225715
Email: astrid.green@dublincity.ie Marguerite: - phone: 01 222 6754
Email: marguerite.delaney@dublincity.ie

DCC Community Development department

- Provides support and advice with the setting up of groups, bank accounts and applying for DCC grants.
- Contact: Yvonne Kirwan: - phone 0876824498
Email: yvonne.kirwan@dublincity.ie

Ballymun Tidy Towns Supports

- Creating links between different local groups leading to a network of groups helping each other with advice and support. This will be helped by DCC Community Development dept.
- Provide advice and support about environmental issues e.g. how to collect and recycle different types of litter waste. Advice on biodiversity planting and biodiversity habitat creation.
- Notifications and advice about the different grants and competitions launched throughout the year for environmental groups.

Ballymun Tidy Towns are a group of volunteers who work together to improve the environment of Ballymun. Our clean-up group meet every Wednesday on Main Street litter picking, weeding, planting trees and maintaining plant containers. We also support and work with different local and community groups.

Our events include National Spring Clean day, Ballymun In Pictures Competition, Ballymun in Bloom plant sale, Ballymun Tidy Towns Competition, Ballymun Tidy Towns Spooky Competition, Community Against Litter and public information meetings.

If you like to get involved or would like further information on how Ballymun Tidy Towns can link in with your group - email ballymuntt@gmail.com or message us through Facebook, Instagram, Twitter.



Environmental Working Group Registration Form

We the undersigned wish to apply to become an environmental working group, working with Community and Public Domain Teams in the North West Area.

Name of Environmental group: _____

Location of group: _____

Contact address : _____

Contact names and details:

(1) Name _____ **Tel No.** _____

Email: _____

(2) Name _____ **Tel No.** _____

Email: _____

(3) Name _____ **Tel No.** _____

Email: _____

Please tick which activity you would like to work on.

- Community Clean-ups
- Painting Projects
- Gardening Projects
- Graffiti Removal

Please tick below list of equipment you require to carry out this work

Community Clean- up

Brushes	<input type="checkbox"/>
Bags	<input type="checkbox"/>
Gloves	<input type="checkbox"/>
Pickers	<input type="checkbox"/>
Bag holders	<input type="checkbox"/>
Bag collection services	<input type="checkbox"/>
Power washing services	<input type="checkbox"/>

Painting projects

Paint	<input type="checkbox"/>
Brushes	<input type="checkbox"/>
Rollers	<input type="checkbox"/>
Trays	<input type="checkbox"/>
Paint buckets	<input type="checkbox"/>
Gloves	<input type="checkbox"/>

A standard pack consists of the following:

- 3 Brushes
- 3 Pickers
- 6 Pairs of Gloves
- 3 Bag Hoops
- 6 Hand Sanitizers
- Blue Bags
- 2 Hoes/Weed Scrapers

**Please note that all groups participating in
Community Clean Ups /Projects etc. must adhere to the current
Government Guidelines in relation to Covid-19.**

**Should you have any queries, please contact us at
01-2225407 / 01-2225412 / 01-2226754**



Registration Form

Adopt a Patch Group Name: _____

Number of members: _____

Area to be maintained: _____

Contact name: _____

Delivery Address: _____

Email address: _____

Phone: _____

Please complete the form, save it and email it as an attachment for the attention of Marguerite Delaney to nwa.publicdomain@dublincity.ie .

Tá leagan Gaeilge den fhoirm seo ar fáil.

Ceantar an Iarthuaiscirt - Ionad Cathartha Fhionnghlaise - Bóthar Uí Mhaoliosa - Baile Átha Cliath 11-
North West Area | Finglas Civic Centre | Mellowes Road | Finglas, Dublin 11

T: (01) 222 5400 F: (01) 856 7016 E: nwa.publicdomain@dublincity.ie

