# KILDARE COUNTY COUNCIL

#

# HOUSE ALARM LPT GRANT FOR SENIOR CITIZENS

**WITHIN ATHY MD**

# APPLICATION FORM

Application forms should be completed and returned to Community Administration Team, Level 7, Áras Chill Dara, Devoy Park, Naas, Co. Kildare, W91 X77F or via email to grants@kildarecoco.ie. Applications can also be delivered to the Customer Service Desk on Level 1.

**PLEASE NOTE THAT BUDGET IS LIMITED AND LETTERS OF OFFER WILL BE OFFERED ON A FIRST COME FIRST SERVED BASIS OF VALID APPLICATIONS.**

For assistance call 045 980538 or email grants@kildarecoco.ie

Applicants Details:

|  |  |
| --- | --- |
| Applicants Name(s):(Single applicant or Couple)  |  |
| Address |  |
| EIRCODEYou can find your eircode at <http://www.eircode.ie>  |  |
| Telephone Number: |  |
| E-mail address |  |

Do you (both) agree to correspondence by e-mail? YES / NO

Are you (both) 66 years or older? YES / NO

Do you (both) live alone in the above address? YES / NO

Do you (both) live in privately owned accommodation? YES / NO (NOTE: Private or social rented accommodation are not eligible for this scheme)

**Check list to be completed before submission of application form:**

1. Application form - fully completed and signed ( )

 Typed names are not accepted

2. Proof of receipt of State Pension Payment or Social Welfare\* ( )

\*Photo ID must also be submitted for applicant(s) with proof of age for Senior Citizens in receipt of Social Welfare Payments other than the Pension.

3 Proof of receipt of Living Alone Allowance ( )

 (In case of single applicant)

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**Grant Agreement Form**

**Please read all guidelines carefully before signing and returning a copy of this contractual agreement.**

**Applicant Name(s):\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

I/We declare that the information supplied in the form is accurate and complete and confirm that I live in privately owned accommodation. I/We have read and understand the relevant guidelines and will comply with same.

I/We undertake to ensure that any grant awarded to us by Kildare County Council under this application will be used for the specific purpose for which it has been granted.

I/We understand that receipts for installation of alarm must be submitted no later than 30th September, 2020 to Community & Culture Department, Level 7, Áras Chill Dara, Devoy Park, Naas, Co. Kildare. (Invoices will not be accepted.**)**

###### We understand that Kildare County Council shall not be liable in respect of any loss, damage or costs of any nature arising directly or indirectly from this application or the subject matter of the application. Kildare County Council, its employees or agents shall not at any time in any circumstances be held responsible or liable in relation to any matter whatsoever arising in connection with the installation, monitoring or maintenance of House Alarm System.

Applicant Signature: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Applicant Signature: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date:\_\_\_\_\_\_\_\_\_\_\_\_\_

 

**HOUSE ALARM LPT GRANT FOR SENIOR CITIZENS WITHIN ATHY MD**

**SCHEME GUIDELINES 2018**

**Who qualifies for this scheme?**

Applicant(s) whether single/widowed/related applicants\* or couple must be over the age of 66 and live alone in privately owned accommodation within the Municipal District of Athy.

\*such as siblings 66 or over living together.

**PLEASE NOTE THAT BUDGET IS LIMITED AND LETTERS OF OFFER WILL BE OFFERED ON A FIRST COME FIRST SERVED BASIS OF VALID APPLICATIONS.**

**What work is covered under the scheme?**The objective of this scheme is to provide financial assistance towards installation of House Alarm System for Senior Citizens within the Municipal District of Athy.

**General Conditions of the scheme:**

**Applicant(s) must be 66 years of age or over, in receipt of social welfare and living alone.**

Proof of receipt of social welfare pension and/or\* living alone allowance will suffice to verify your qualification for the grant. In the case that applicant(s) (66 years of age or over) are in receipt of another social welfare payment, a copy of photo ID with proof of age must also be submitted.

\*Proof of living alone allowance in case of single applicant only is required.

**Valid applications are those submitted which are fully completed and meet the conditions of the scheme. Please refer to Checklist attached to application and conditions.**

**Once qualified, applicant will receive letter of grant award and applicant can then arrange installation of alarm.**

**How much of a House Alarm Grant can I get?**

The maximum grant offered is €500 for installation of the alarm. The Grant may **not** cover the full cost of the work and the ongoing cost of alarm monitoring and maintenance is the responsibility of the applicant.

**Who organises to have the work done?**

It will be a matter for the applicant to arrange to have the alarm installed and certified.

**Who pays the contractor?**

It is the responsibility of the applicant to arrange payment to the contractor. Subsequently, if deemed qualified, you must submit receipt of alarm system installation to Community Grants Section with copy of bank statement to enable payment of grant awarded by means of bank transfer.

Community Grants Section must receive copy of receipt for installation of house alarm by 30th September 2020,.

If you have any further queries about the House Alarm LPT Scheme please call 045 980538 or email grants@kildarecoco.ie

Data Protection Act 2018 (as amended)

**PRIVACY STATEMENT**

**Who are we?**Kildare County Council (the Council) is the democratically elected unit of Local Government in County Kildare and is responsible for providing a range of services to meet the economic, social and cultural needs of the people of our County. In order to provide the most effective and targeted services to meet the needs of the citizens, communities and businesses of County Kildare we will be required to collect, process and use certain types of information about people and organisations. Depending on the service being offered, information sought may include ‘personal data’ as defined by the Data Protection Acts and the General Data Protection Regulation (GDPR) and may relate to current, past and future service users; past, current and prospective employees; suppliers; and members of the public who may engage in communications with our staff. In addition, staff may be required, from time to time, to collect process and use certain types of personal data to comply with regulatory or legislative requirements or to carry out functions in the public interest.

 **Why do we have a Privacy Statement?**This privacy statement has been created to demonstrate the Council’s commitment that personal data you may be required to supply to us is;

* Obtained lawfully, fairly and in a transparent manner
* Obtained for only specified, identified and legitimate purposes
* Processed for purposes which we have identified or purposes compatible with the purposes that we have identified.
* Adequate, relevant and limited to what is necessary for purpose for which it was obtained
* Personal data collected and processed must be accurate and (where necessary) kept up to-date.
* Kept only for as long as is necessary for the purposes for which it was obtained.
* Processed in a manner that ensures the appropriate security of the personal data including protection against unauthorised or unlawful processing.

More detail is available in our Data Protection Policy Statement at <http://kildare.ie/CountyCouncil/DataProtection/>or you can request a hard copy at 045 980 200.

**What is the activity referred to in this Privacy Statement?**

# HOUSE ALARM LPT GRANT FOR SENIOR CITIZENS WITHIN ATHY MD.

**What is the basis for making the processing of this personal data lawful?**Processing is necessary for the performance of a task carried out in the public interest or in the exercise of official authority vested in Kildare County Council in accordance with Article 6(1)(e) of the General Data Protection Regulation,2016. Specifically the lawful basis for this process is the

Local Government Reform Act 2014 Schedule 3 Ref 10.

**We require contact details**In order to communicate with you, you will be asked for contact details. You do not have to provide all contact details but providing more, such as email, phone, address, makes it easier to communicate. Please note that to help protect your privacy, we take steps to verify your identity before granting access to personal data. These contact details may also be used to verify your identity.

 **What other types of personal data do we need to undertake this activity?**

Bank Details to facilitate payment.

Evidence of Age to ensure compliance with criteria

Proof of receipt of Social Welfare Pension and/or Living alone allowance to verify qualification for grant.

**What will happen if the personal data is not provided?**Grants cannot be processed or paid if you do not complete the application form in full

**Am I the only source of this personal data?**In some instances to assist with the delivery of the activity or to comply with regulatory or legislative requirements personal data is sourced from a third party.

This does not apply to this activity.

**Is personal data submitted as part of this activity shared with other organisations?**The Council may, to fulfil statutory or regulatory obligations or in the public interest, from time to time, have to share personal data with other organisations or entities (in Ireland or abroad). Where this is required the Council shall have regard to your rights, to the security and integrity of the data and will minimise the data shared.

Sharing does not apply to this activity.

Data is not transferred to another country.

**How long is my data kept for?**The Local Authority sector operates under a detailed record retention policy which outlines time periods for which your personal data will be retained and what will happen to it after the required retention period has expired. The National Record Retention Policy for Local Authority Records is available: <http://kildare.ie/CountyCouncil/DataProtection/>

**Do you need to update your records?**

Kildare County Council must take reasonable steps to ensure that personal data we have about our customers is correct and up to date.

In addition, if the data held by us is found to be inaccurate you have the right to rectify/correct this.
If you find that personal data we have about you is inaccurate or needs to be updated (for instance, you may have changed your name, address, contact details etc.) then please contact us so that we can correct it. You can do this by:

 **Writing to us at**: Kildare County Council, Corporate Services, Áras Chill Dara, Devoy Park, Naas, Co Kildare. W91 X77F

**Emailing us at** customercare@kildarecoco.ie

When making a request to update your records please provide evidence to support this - for example a copy of a document containing your new address – utility (Gas, Electricity, Phone) bill etc. and proof of your identity

**Your rights:**You have the right to obtain confirmation as to whether data concerning you exists, to request access to personal data held about you, to be informed of the content and source of data and check its accuracy.

If the data held by us is found to be inaccurate you have the right to rectify/correct this – see above on how to update your records.

You also, subject to certain conditions being met, have the right to object to or seek restriction of the processing of personal data and to request the erasure of personal data held by the Council.

Please note that to help protect your privacy, we take steps to verify your identity before granting access to personal data.

To exercise these rights logon to [**http://kildare.ie/CountyCouncil/DataProtection/**](http://kildare.ie/CountyCouncil/DataProtection/) , use one of the forms at our Counters or contact us. Completed applications should be returned to:

**Kildare County Council - Access to Information Officer**

|  |  |  |
| --- | --- | --- |
| **Phone** | 045 980 200 |   |
| **E-mail** | dataprotection@kildarecoco.ie or customercare@kildarecoco.ie |  |
| **Postal Address** | Áras Chill Dara, Devoy Park, Naas, Co Kildare. W91 X77F. |  |

**Right of Complaint to the Data Protection Commissioner**
If you are not satisfied with the outcome of the response received by the Council you are entitled to make a complaint to the Data Protection Commissioner who may investigate the matter for you.  The Data Protection Commissioner’s website is [**www.dataprotection.ie**](http://www.dataprotection.ie/)or you can contact their Office at:

|  |  |  |
| --- | --- | --- |
| **Lo Call Number** | 1890 252 231 |   |
| **E-mail** | info@dataprotection.ie |  |
| **Postal Address** | Data Protection Commissioner Canal HouseStation RoadPortarlington, Co. Laois. R32 AP23. |  |

 **Changes to Privacy Statement:** We may make changes to this Statement. If we make changes they will be posted below.

**LAST UPDATED ON: 25th May 2018.**