****

**CLÁR 2023 - Application Form**

**Measure 1: Developing Community Facilities and Amenities**

|  |
| --- |
| **Please submit your completed application as follows:**To: Galway County Council by e-mail to: clar@galwaycoco.ie On or before Monday 8th May 2023 |

**Your application must include:**

1. Fully completed Application Form – incomplete applications may not be considered.
2. Up-to-date Bank or Credit Union Account Statement as evidence of match funding.
3. Proof of Ownership/Title if any of the works are on privately owned land.
4. Proof of Planning Permission or any other required approvals.
5. Breakdown of Total Estimated Project Costs.

**Applicant Information:**

|  |  |
| --- | --- |
| Name of Applicant Organisation / Group:  |  |
| If applicant is a School, please provide your Roll No:  |  |
| Project Name: |  |
| Contact Person:Position Held: |  |
| Correspondence Address: |  |
| Correspondence Email: |  |
| Correspondence Telephone No: |  |

**Location in Clár Area:**

|  |  |
| --- | --- |
| Location/Address of proposed works (Include map extract): |  |
| GPS Co-Ordinates or EIRCODE of Location of Works:  |  |
| DED Name & No. of location of works:  |  |

**Project Information:**

|  |
| --- |
| **Outline the nature and scope of the works:** |
| **Outline the need and rationale for the works**: |
| **Outline if the project includes an enhancement of biodiversity** e.g. native pollinator plants |
| **Are these works part of a larger project? Yes/No** If yes, please provide details: |
| **Will the Community Recreation Area be open to the public at all times without appointment? Yes/No. How will this be facilitated and communicated?** |
| **Does the applicant own the property or is there a minimum 15 year lease in place:** **Please provide details –** Copy of title documents or lease agreement may be attached. |
| **Has an application in respect of this facility been approved under CLÁR or any other scheme in the past 3 years? (Y/N)**If yes, please provide details. |  |
| **Has an application for funding for this project been submitted to any other scheme or programme in the past? (Y/N)**If yes, please provide details. |  |

**Detailed Costings for Proposed Project:**

Please provide detailed breakdown of all elements of the proposed works including any administration/other fees/costs:

|  |  |
| --- | --- |
| **Project Elements** (Provide details of each element) | **Cost (inc. VAT)** |
|  | € |
|  | € |
|  | € |
|  | € |
|  | € |
|  | € |
|  | € |
|  | € |
| **Total Cost** | € |
| **Funding amount sought:** **(Maximum 90% of total cost up to €50,000)** | € |
| **Match Funding:** **(Minimum 10% of total cost)** | € |
| **Source of Match Funding (**Local Authority /Local Development /school/community/philanthropic body: |  |

**Financial Information:**

|  |  |
| --- | --- |
| Total Estimated Project Costs including Administration / Professional Fees:  | € |
| Administration Costs / Professional Fees element *(maximum of 10% of Total Estimated Project Costs)*  | € |
| Amount of Match Funding being provided*(minimum 10% of total estimated project costs)*  | € |
| Amount of Clár Funding requested *(maximum 90% of total estimated project costs)* | € |

**Area Engineer Certification:**

|  |  |
| --- | --- |
| This application has been discussed with me prior to submission to clar@galwaycoco.ie and I am satisfied that there is a need for these works and that all statutory requirements are in place.  |   |

**Signed by Area Engineer:**

**Applicant Declaration:**

I confirm that the particulars of this application are correct and that:

* The project is based in a CLÁR area
* Evidence of match funding is provided and is ring-fenced for the project
* All necessary permissions are in place
* Evidence of ownership/ minimum of 15 year Lease
* No funding has been allocated for the same project from any other sources.

**Signed: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

 **On behalf of Applicant Organisation/Group**

**Galway County Council Area Engineers**

|  |  |  |
| --- | --- | --- |
| **Area**  | **Phone**  | **Name**  |
| **Ballinasloe Municipal District**  |
| Ballinasloe North  | 091 509074  | Philip McLynn   |
| Ballinasloe South  | 091 509074  | Paul Batty |
| **Loughrea Municipal District**  |
| Loughrea / Portumna  | 091 509166  | John Coyle |
| Gort  | 091 509065  | Niall Kennedy |
| **Tuam Municipal District**  |
| Tuam East  | 091 509011  | Tom Regan  |
| Tuam West  | 091 509011  | Paul Connolly  |
| **Conamara Municipal District**  |
| Conamara South (An Cheathrú Rua)  | 091 509060  | TJ Redmond (Acting) |
| Conamara North (Clifden)  | 091 509095  | TJ Redmond  |
| **Athenry/Oranmore Municipal District**  |
| Athenry/Oranmore  | 091 509088  | Peter Gavin  |

****

**Outline of Measure 1**

**Measure 1: Developing Community Facilities and Amenities**

CLÁR (Ceantair Laga Árd-Riachtanais) is a targeted investment programme for rural areas that aims to provide funding for small infrastructural projects in areas that experience disadvantage. The aim of CLÁR is to support the sustainable development of identified CLÁR areas with the aim of attracting people to live and work there. The funding works in conjunction with local/Agency and other Departmental funding programmes and on the basis of locally identified priorities.

**Types of Intervention**

Measure 1 will support a variety of capital interventions provided that they contribute to the enhancement of existing, and/or the development of new, accessible Outdoor Community Recreation Facilities. Applications can also include small scale renovation works to community facilities e.g. to convert into suitable meeting areas and community spaces for community groups such as youth clubs and Men’s/Women’s Sheds (Note: a maximum of 5 of the 15 projects submitted by a Local Authority under Measure 1 can involve renovation works on community buildings).

The list below provides an indication of the types of interventions that may be supported, but is not exhaustive:

* Small scale renovation works to Community Centres
* Multi-Use Gaming Areas (MUGAs)/Astro-Turf Facilities
* Skateboard Parks / Playgrounds/ Pump Tracks/ Cycle Tracks
* Walking /Running/ Athletic Tracks
* Handball Alleys
* Tennis Courts
* Basketball Courts / Cricket Grounds
* Community Gyms /Community Cinema’s
* Sensory Gardens
* Community Gardens /Allotments
* Outdoor Bowling Areas /Outdoor toilet facilities/Car Parking
* Access to unique Heritage sites/ area of natural beauty
* Improving access at sports grounds e.g. Development/ upgrade of spectator stands at local sports grounds with a particular focus on improving access for people of all abilities and ages.

All newly developed community facilities and amenities funded under the programme must be disability-friendly.

**Eligible Applicants:**

Schools, Community and Voluntary Groups, Local Development Companies, Local Authorities.

Community groups can include local sporting organisations where the infrastructure being support through the application is for the benefit of the community generally (not just the sporting organisation) and **is made freely available to all members of the community.**

**Eligible Costs**

Applications should detail all of the costs associated with the proposed project and only items of a capital nature that are integral to the project should be included. All administration costs/professional fees associated with the proposed project should be kept to a minimum and be clearly detailed on the Application Overview. Such costs will be eligible up to a maximum of 10% of the overall project costs.

**Rate of Aid**

|  |  |
| --- | --- |
| Minimum grant | €5,000 |
| Maximum grant | As listed for each type of intervention with an overall maximum of €50,000 per project if there are a number of interventions included in an application for a single location.  |
| Maximum grant rate | 90% of the cost or the maximum amount outlined per intervention, whichever is the lesser. |
| Match funding rate | The remaining 10% or balance of the cost must be provided through Local Authority/community/other resources. Philanthropic contributions will be accepted as full or part of match funding costs. Please note that match funding cannot come from other DRCD Schemes. |

**Timelines:**

|  |  |
| --- | --- |
| Completed applications submitted to Galway County Council at clar@galwaycoco.ie  | **On or before Monday 8th May 2023 at Midnight** |
| Prioritised applications submitted by Galway County Council to Department  | 6th June 2023  |
| Departmental assessment and decisions, contracts issued | September 2023  |
| Projects finalised and drawdowns completed  | 28th March 2025 |

**Assessment Criteria:**

Up to 15 Projects under Measure 1 may be prioritized by the Council for submission to the Department based on the following criteria:

* Being located in a CLÁR area
* application by a School/Community or Voluntary Organisation /Local Development Company to the Local Authority.
* evidence that all necessary permissions are in place or are in train. (Planning ref number must be provided)
* evidence where applicable that ownership/minimum 15 year Lease is in place
* projects that allow the lighting of fires have the express permission of the landowner on file
* full estimated costs including administration/professional fees (procurement not required at this point)
* evidence that match funding is in place where relevant
* clear evidence of need, and
* relevance to the Local Economic Community Plan/County Developmental plan/ Town plan and Climate Action Plan.
* Quality of application and adherence to scheme outline.
* A single facility (not multiple locations) .
* Evidence that the funded project will be open to the public without appointment and that the necessary insurance is in place.

The Departmental assessment of applications for recommendation to the Minister will take into account a number of factors including the indicated order of priority; the range, mix, quality and impact of proposed projects; previous funding provided; and other relevant considerations.

**Project Delivery**

It is expected that the local authority will take a lead role in the delivery of many of the projects approved by the Department. However, Local Development Company may, with the agreement of the Local Authority and the relevant community applicants, be permitted to take on the project delivery phase. In such cases the Department will enter into a contract directly with the Local Development Company and not the Local Authority.

**Grant Payment Arrangements**

Funding may be drawn down in phases, i.e. 50% on completion of at least 50% of the projects and 50% on 100% project completion.

**Ineligible Projects**

**In current 2023 scheme the following will not be funded:**

* Works to current school buildings which are not open to the public after school hours.
* School /Community Safety measures \*
* Footpaths
* Road markings
* Pedestrian crossings
* Bus shelters
* CCTV

\*Funding for safety works at schools and the provision of footpaths etc. is available under both the Safe Routes to School Programme / the Active Travel Programme operated by the Department of Transport /TII.

**Funding Conditions for Rural Schemes funded under the Department of Rural and Community Development.**

All expenditure registered through the Department’s Rural Schemes i.e. Town and Village Renewal Scheme, CLÁR, Outdoor Recreation and Infrastructure Scheme (ORIS) will be subject to the terms of the Public Spending Code which can be found at <http://publicspendingcode.per.gov.ie/>.

In addition to this, the requirements outlined below will apply to all funding approved through those schemes. The need for adherence to all of the requirements will be reflected in the contractual agreement between the Department of Rural and Community Development and the grantee approved for funding under the scheme.

|  |  |
| --- | --- |
| **1.** | Projects are expected to commence and be completed in line with the timelines set out in the relevant Scheme Outline.  |
| **2.** | The Department may de-commit funding allocated to projects under the Scheme where the project is not completed within the time specified, and where the express agreement of the Department to extend the funding arrangement has not been agreed in advance.  |
| **3.** | The grant funding for the approved project will be provided from the Department of Rural and Community Development’s capital budget.  Administration and/or professional costs associated with the proposed project, where allowed for in the Scheme Outline, should be kept to a minimum. These costs must be clearly documented in the application and are only permitted up to a maximum of 10% of the overall project costs. |
| **4.** | A cash contribution as set out in the relevant Scheme Outline is required. The grantee will be required to provide confirmation that the cash contribution is in place and retain a record of the source of the cash contribution. |
| **5.** | Projects must be completed in full in order to drawdown the full grant amount. Where it is established that a project has not been completed, the Department may request the grantee to repay any funding received on the project. Any changes to the proposed project must be advised and agreed with the Department in advance of the change being implemented. |
| **6.** | Where an element of the approved project is not carried out as per the project application, grant funding may be reduced to reflect the amended project. |
| **7.** | If the project involves works on buildings or lands that are not in the ownership of the grantee, a minimum 5 year lease must be in place from date of project completion.  |
| **8.** | In the case of funding allocated to enterprises or facilities (i.e. community centre, hubs, vehicles under CLÁR etc.), it is a requirement that they must operate as funded for a minimum of 5 years following release of the final stage of funding, otherwise funding may have to be repaid. Where they do not operate as funded this must be advised and agreed with the Department in advance. |
| **9.** | All appropriate financial, Public Procurement and accounting rules and regulations must be complied with and each grantee will fully account for the funding received in a timely manner. |
| **10.** | Full and accurate documentation to support all expenditure should be maintained and accessible by Department officials for audit purposes at all times and for a period of six years from the date of completion of the project.  |
| **11.** | Grantees will acknowledge the support of Project 2040 / Department of Rural and Community Development/ Government of Ireland, and any other applicable sources of funding (as identified in the relevant Funding Agreement) in all public announcements, advertising and signage, as appropriate, relating to the project. In addition, the Department may seek to use the project in the broader promotion of its policies. |
| **12.** | Grantees will provide any reports and information relating to the project as may reasonably be requested by the Department of Rural and Community Development from time to time. |
| **13.** | On-going monitoring and evaluation of the project outputs and outcomes should take place in the context of assessing the impact of the project. Grantees will be expected to collect appropriate data to facilitate this learning on an on-going basis. On request, a brief report (1-2 pages) on the outputs and outcomes of the project funded should be completed and made available to the Department.  |
| **14.** | Each grantee, will provide a contact point/points to the Department to facilitate payment and information requests. The Department should be updated on any changes to contact personnel in a timely manner. |
| **15.** | A checklist confirming compliance with funding conditions relating to the grant aid will be required upon project completion.  |

**Non-Compliance with the conditions as outlined or any additional stipulations agreed during contract negotiations may result in the requirement to refund part or all of the grant aid awarded.**

|  |  |  |
| --- | --- | --- |
| **Seol an fhoirm ar ais chuig:****Scéim CLÁR,****Rannóg Forbartha Eacnamaíochta, Tuaithe & Pobail,****Comhairle Contae na Gaillimhe,** **Áras an Chontae,****Cnoc na Radharc,****Gaillimh H91 H6KX** | Return to:CLÁR SchemeEconomic, Rural & Community Development UnitGalway County CouncilCounty HallProspect Hill Galway H91 H6KX | T. (091) 509396clar@galwaycoco.ie [www.gaillimh.ie](http://www.gaillimh.ie) [www.galway.ie](http://www.galway.ie)  |