The main eligibility criteria are:

- Your business must be a commercially trading business currently operating from a property that is commercially rateable.
- Your business must have been trading on 1st February 2024 and you must intend to continue trading for at least three months from the date you submit your information.
- Your rates account must be up to date. Businesses in performing payment plans may be deemed to be compliant.
- Your business must be tax compliant and must possess a valid Tax Registration Number.

How much is the grant?

The grant is based on the value of the Commercial Rates bill received by an eligible business in 2023.

- 2023 Commercial Rate bill is <€10,000: the ICOB grant will be paid at a rate of 50% of the value of the rate bill for 2023.
- 2023 Commercial Rate bill is between €10,000 and €30,000: the ICOB grant will be €5,000.
- Businesses occupying a rateable property with a 2023 Commercial Rates bill greater than €30,000 are not eligible.

What is the purpose of the grant?

The grant is available to qualifying businesses as a contribution towards the rising costs faced by businesses. The grant is intended to aid businesses but is not intended to directly compensate for all increases in wages, or other costs, for every business.

How can I register for the Grant?

Businesses can use the ICOB portal which is available at mycoco.ie/icob. The portal can also be accessed through the QR code or through www.icob.ie (you will be redirected to MyCoCo). Please ensure that you have your Customer Number and PIN as set out on the letter sent to you by post. If you need assistance in relation to the grant, please contact 091 509034 or email rates@galwaycoco.ie.

What data do I need to register for the Grant?

The following is the data that the local authority will require to validate your eligibility for the grant:

- Your council customer number and the PIN provided in this letter and LAID number which is available on your Rate Bill.
- Your legal business name and the property address including Eircode.
- Your email address and contact number.
- **Your bank statement header which shows bank account details (must be dated within the last three months).**
- Your Tax Registration Number (TRN)
- A Tax Clearance Certificate may be requested depending on value of grant.
- The number of employees that you employ and the business type (these are used for statistical purposes and not for the validation of the grant).
- You must self-declare that:
  - The property is not vacant.
- Your business is tax compliant and was commercially trading at 1st February 2024. You must also confirm that you intend to continue trading for at least three months following the date of your submission.
- You must also consent to use of supplied data for the purpose of processing the grant.

When will I receive my Grant?

Following your submission to avail of your grant, Galway County Council kindly asks for your patience as we review and validate submissions throughout the county.

What is the closing date?

The deadline for businesses to **confirm eligibility** and **upload verification details** is **1st May 2024**. The portal for this process will be accessible starting from **14th March 2024**. Early registration is recommended.

Payments will commence from late April 2024. Use of the portal is the most effective method for businesses seeking to avail of the grant. However, if you need help, don't hesitate to contact us through the given phone number or email address.

Where can I find out further information?

Further information on eligibility and FAQ's is available on our website at www.galway.ie. If you have queries regarding your Commercial Rates account, contact 091 509034 or email rates@galwaycoco.ie. Our staff will be happy to work with you if you have any outstanding balances on your Commercial Rates account.

Yours sincerely

Rates Department
GALWAY COUNTY COUNCIL

Is iad seo a leanas na príomhchritéir incháilitheachta:

- Caithfidh do ghnólacht a bheith ag trádáil ar bhonn tráchtála agus é i mbun gnó faoi láthair ó ionad réadmhaoine atá inrátaithe ar bhonn tráchtála.
- Caithfidh do ghnólacht a bheith i mbun trádála ar an 1 Feabhra 2024 agus ní mór go bhfuil sé beartaithe agat leanúint ar aghaidh i mbun trádála go ceann trí mhí ar a laghad ón dáta ar ar chuir tú do chuid faisnéise isteach.
- Caithfidh do chuntas rátaí a bheith cothrom le dáta. Seans go measfaí go bhfuil gnólacht comhlíontach fiú má tá plean íocaíochta á fheidhmiú acu.
- Caithfidh do ghnólacht a bheith cáin-chomhlíontach agus Uimhir Chlárúcháin Chánach bailí a bheith aige.

Cá mhéad airgid a íoctar mar dheontas?

Ríomhtar an deontas de réir méid an Bhille Rátaí Tráchtála a fuair an gnólacht incháilithe in 2023.

- Is é <€10,000 bille Ráta Tráchtála 2023: íocfar an deontas ICOB ag ráta 50% de luach an bhille rátaí do 2023.
- Tá bille Ráta Tráchtála 2023 idir €10,000 agus €30,000: beidh €5,000 i ndeontas ICOB.
- Gnólachtaí atá ag áitiú ionad réadmhaoine inrátaithe a bhfuil bille Rátaí Tráchtála 2023 níos mó ná €30,000 ag baint leo, ní bheidh siad incháilithe.

Cén aidhm atá leis an deontas seo?

Tá an deontas ar fáil do ghnólachtaí incháilithe mar ranníocaíocht le gnólachtaí atá thíos le costais atá ag dúl i méid. Tá sé i gceist leis an deontas cuidiú le gnólachtaí ach níltear i gceist leis gach gnólacht a chúiteamh as gach méadú atá tagtha ar a gcuid tuarastal, nó ar a gcuid costas eile.

Conas is féidir liom clárú don Deontas?

Is féidir le gnólachtaí úsáid a bhaint as tairseach ICOB atá le fáil ag mycoco.ie/icob. Is féidir teacht ar an tairseach freisin tríd an gcód QR nó tríd www.icob.ie (atreorófar thú chuig MyCoCo). Cinntigh le do thoil go bhfuil d'Uimhir Chustaiméara agus PIN agat mar atá leagtha amach ag tús na litreach seoladh duit. Má bhíonn cuidiú de dhíth ort maidir leis an deontas, déan teagmháil le 091509034 agus/nó seoladh ríomhphoist rates@galwaycoco.ie.

Cad iad na sonraí a theastaíonn uaim chun clárú don Deontas?

Is iad seo a leanas na sonraí a bheidh ag teastáil ón údarás áitiúil chun d'incháilitheacht don deontas a bhailíochtú:

- D'uimhir chustaiméara comhairle agus an PIN a cuireadh ar fáil sa litir seo agus an uimhir LAID atá ar fáil ar do Bhille Rátaí.
- D'ainm dlíthiúil gnó agus seoladh an ionaid réadmhaoine lena n-áirítear Éirchód.
- Do sheoladh ríomhphoist agus uimhir theagmhála.
- Ceanntásc do ráitis bainc ar a dtaispeántar sonraí an chuntais bainc (ní mór don dáta air a bheith laistigh de thrí mhí anuas).
- D'uimhir Cánach Cláraithe (TRN)
- D'fhéadfaí Deimhniú Imréitigh Cánach a iarraidh ag brath ar luach an deontais.

- Líon na bhfostaithe a fhostaíonn tú agus an cineál gnó (úsáidtear iad sin chun críocha staidrimh agus ní chun an deontas a bhailíochtú).
- Ní mór duit féindearbhú a dhéanamh maidir leis an méid seo a leanas:
  - Níl an t-ionad réadmhaoine folamh.
- Tá do ghnólacht cáin-chomhlíontach agus bhí sé ag trádáil ar bhonn tráchtála ar 1 Feabhra 2024. Ní mór duit a dheimhniú freisin go bhfuil sé beartaithe agat leanúint ar aghaidh ag trádáil ar feadh trí mhí ar a laghad i ndiaidh dháta d'iarratais.
- Ní mór duit toiliú a thabhairt freisin maidir le húsáid sonraí a soláthraíodh chun an deontas a phróiseáil.

Cá huair a bhfaighidh mé mo Dheontas?

I ndiaidh duit d'iarratas a chur isteach maidir le leas a bhaint as do dheontas, iarrann Comhairle Contae na Gaillimhe ort a bheith foighneach agus muid ag athbhreithniú agus ag bailíochtú na n-iarratas ar fud an chontae.

Cad é an dáta deiridh?

Is é an1 Bealtaine 2024 an spriocdháta do ghnólachta chun **incháilitheacht a dheimhniú** agus a **gcuid sonraí fíorúcháin a uaslódáil**. Beidh an tairseach don phróiseas sin inrochtana ag tosú ón 14 Márta 2024. Moltar clárú go luath. Cuirfear tús le híocaíochtaí ó dheireadh mhí Aibreáin 2024. Is é úsáid na tairsí an modh is éifeachtaí do ghnólachtaí ar mian leo leas a bhaint as an deontas. Má bhíonn cuidiú de dhíth ort, áfach, ná bíodh drogall ort teagmháil a dhéanamh linn tríd an uimhir ghutháin nó an seoladh ríomhphoist atá tugtha.

Cá bhfaighidh mé breis eolais maidir leis seo?

Tá tuilleadh eolais faoi incháilitheacht agus Ceisteanna Coitianta le fáil ar ár suíomh gréasáin ag www/galway.ie. Má tá ceisteanna ar bith agat maidir le do chuntas Rátaí Tráchtála, déan teagmháil le 091 509034 agus/nó seoladh ríomhphoist rates@galwaycoco.ie. Beidh ár bhfoireann sásta oibriú leat má tá aon iarmhéid gan íoc ar do chuntas Rátaí Tráchtála.

Mise le meas,
Rannóg na Rátaí
COMHAIRLE CHONTAE NA GAILLIMHE