 

**Town and Village Renewal Scheme 2022**

**Project Application form**

**Project Development Measure**

This form should be completed by Local Authority personnel and returned by e-mail to townandvillage@drcd.gov.ie by close of Business

on **22nd July 2022.**

2 applications will be accepted per Local Authority.

All queries should be addressed to:**townandvillage@drcd.gov.ie**

**Application Reference No: \_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Local Authority Information:**

|  |  |
| --- | --- |
| Project Name: |  |
| Lead Organisation:  |  |
| Contact Person: |  |
| Address: |  |
| Email: |  |
| Telephone No.: |  |

**Project Information:**

|  |  |
| --- | --- |
| Town/Village where proposed project is located: |  |
| Please provide the Eircode or XY (ITM format) Coordinates of the project: XY coordinates should be captured in Irish Transverse Mercator (ITM) formats. Coordinates can be converted to ITM format here: <https://gnss.osi.ie/new-converter/> This data will be used to geo-map all successful projects |  |
| Was an Expression of Interest submitted for this proposal? If so, by whom? |  |
| List all other stakeholders involved in this application: |  |
| Outline the consultation which has taken place to date with stakeholders/ beneficiaries e.g. sectoral authorities/agencies, business community, local community groups, residents etc. in relation to the proposal: Specifically highlight any issues which arose on foot of consultation and how these have been, or are being, addressed. |  |
| Is planning permission in place/train? Planning Reference Number (if applicable): |  |
| Please provide a synopsis of the project proposal, and the works proposed. Include a summary of the project that will be developed as a result of the completion of the Project Development proposal:  |
| Outline how the proposed final project will help to rejuvenate and enhance the Town/village :  |
| Outline how the proposed final project is strategic in nature:  |

**Detailed Costings for Proposed Project:**

Please provide detailed breakdown of all elements of the proposed works:

|  |  |
| --- | --- |
| **Project Element**  | **Estimated Cost (inclusive of VAT)** |
| **1.** | € |
| **2.** | € |
| **3.** | € |
| **4.** | € |
| **Local Authority Costs, (if applicable)** |  |
| **1.** | € |
| **2.** | € |
|  **Contribution in Kind, (if applicable)** |  |
| **1.** | € |
| **2.** | € |
| **Total Project Cost** | € |
| **Grant Aid amount sought:** (Max of 90% of total project costs)  | € |
| **Match Funding: (Min 10% of total cost)** | € |
| **Breakdown of Match funding:** 1. **(a): Amount of Cash Contribution:**

**(Minimum 5% of total project costs)****(b): To be supplied by:** | 1. €
 |
| 1. **(a): Amount of Contribution in Kind:**

**(Max 5% of total project costs)****(b): List details of the Contribution in Kind to be provided:** **(c) To be supplied by:** | 1. €

 (c)  |
| **Any other relevant information:** |  |

**Timeline:**

Provide a timeline for commencement and completion of the project.

|  |  |  |
| --- | --- | --- |
| Commencement date | Completion Date  | Indicative time frame (weeks/months): |
|  |  |  |

**Use of Data:**

The Department of Rural and Community Development (DRCD) is the Data Controller and the lawful basis for processing is ‘the performance of a task carried out in the public interest’.  Applications are submitted to the Department through the Local Authority for each area for this programme.  The Department may engage a Third party as a data processor.  The information on this Application Form will be used by DRCD for the purposes of processing the application. Further information may be sought by the Department to clarify aspects of the project proposal. The Department may draw on broader, more specialist expertise where required, and such information as considered necessary to complete an assessment of your application may be shared with those experts.

The Applicant, the Department and the Third party are subject to the data protection and privacy laws of Ireland and the EU, in particular the Data Protection Act 2018 and Regulation (EU) 2016/679, known as the EU General Data Protection Regulation (“GDPR”). Any personal information which you provide as part of the application process will be obtained and processed in compliance with Data Protection legislation.

The Department retains the right to disclose for the purposes of a request under the Freedom of Information Act 2014 or otherwise, in connection with the funded project(s) –

i.            any information supplied by the Applicant to the Department,

ii.            any relevant data gathered by the Department in administering grant aid to the project, except where the information is considered to be personal or commercially sensitive.

**Declaration by Local Authority:**

This declaration must be signed by an officer authorised at a senior level within the lead applicant organisation i.e. at least Director of Services level in a Local Authority.

I confirm that I have read and understood this document and declare that the particulars supplied in this application are true and correct and that –

* This project is eligible under the Town and Village Renewal Scheme criteria.
* The costings are accurate and reasonable.
* Match funding is available for the project and that evidence and source of the match funding is held on the project file.
* Evidence of ownership (if applicable) or the consent of the landowner is on the project file.
* The project procurement process should be in line with EU Public Procurements Requirements (EU Directive 2014/24) and Public Procurement Guidelines.
* The project conforms to the LECP and other local or regional plans.
* That a consultation process was undertaken with representatives of the community or business interest of the town/village and that the project was identified through the consultation process undertaken.
* No funding has been allocated for the same works from any other public funding sources.

Proof of the above is not required at the time of application but must be available to the Department or its agents on request.

The Local Authority acknowledges the information regarding the use of data set out above and gives consent to the Department of Rural and Community Development for the sharing of all information, personal or otherwise, contained in this application and any attachments accompanying it, for the purposes of application processing in accordance with data protection legislation.

Signed on behalf of \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ (Local Authority)

Signature \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Name in Block Capitals\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Position\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Date\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_