



Rural Regeneration and Development Fund Second Call 2019 Category 1 Application Form

Please complete a separate application form in respect of each proposal.

All queries can be addressed to rrdf@drdc.gov.ie

Lead Applicant	
-----------------------	--

Project Title	
----------------------	--

Project Location, include Eircode or x,y co- ordinates	
---	--

Total Project Cost	
---------------------------	--

Total RRDF Funding Sought	
--------------------------------------	--

Application Ref. No. <i>(for official use)</i>	
--	--

Rural Regeneration and Development Fund

Second Call Category 1 Application Form

This application form is for Category 1 proposals. Category 1 projects are ready to commence, have the necessary consents (e.g. planning, environmental, wildlife, archaeological etc) in place, are at an advanced stage of design, satisfy the requirements of the Public Spending Code, and are procurement-ready.

Applicants should refer to the Scheme Outline and Information Booklet prior to completing this Application Form. The Booklet is available at <https://drcd.gov.ie/about/rural/rural-regeneration-development-fund/>.

The criteria against which applications will be assessed are appended to this Application Form.

Section 1. Applicant Details

1.1. Lead Applicant (the Lead Applicant must be a state funded body).

Organisation Name:	
Type of Organisation:	
Business Address:	
Contact Name:	
Contact Position:	
Direct Telephone Number:	
Email Address:	
Tax Registration Number:	
Tax Clearance Access Number:	

1.2. Partner Organisations to the proposal (add as required)

Partner No.	Name	Status (i.e. Government Dept., State agency, private company, etc.)
Organisation 1:		
Organisation 2:		
Organisation 3:		

Organisation 4:		
-----------------	--	--

Section 2. Overview of the project

2.1. Location of the project

<ul style="list-style-type: none"> ○ Please provide details of where the project, or elements thereof, will be located. ○ This should be very brief and to the point, setting out the county/counties, town(s), village(s) or area(s) in which the project will <u>physically</u> take place (any case to establish that the effects of the project will encompass wider areas can be referenced in section 4.1).

2.2. Summary of the proposal

<ul style="list-style-type: none"> ○ Provide a synopsis of the proposal, detailing the intervention envisaged and the works proposed (max 300 words). ○ A more detailed proposal may also be appended to the application, elaborating on the proposed project and including, where relevant, maps of specific sites to be (re)developed, building plans and/or drawings, and any other information you consider relevant. The additional documentation should be concise and to the point. A schedule of other relevant documents which can be called on by the Department to further inform the proposal can be appended to this application.

2.3. Anticipated commencement and completion dates

<ul style="list-style-type: none"> ○ Projects from this call for proposals can be multi-annual in nature but must be initiated in, at latest, early 2020. 	
Proposed Start Date:	
Proposed Completion Date:	

2.4. Key Milestones

- Outline briefly the key milestones envisaged in the delivery of the project.
- This should be a clear timetable detailing the stages in the project, from commencement to completion, along with indicative dates.

--

2.5. Shovel-Readiness

- All necessary planning consents, licences and permissions (including Part 8 and other consents, such as foreshore, wildlife and archaeological requirements) must be in place on the date of application to the Fund.
- Details of the consents, licenses and permission in place for the project should be detailed below.

Type of Consent or Permission in place	Expiry Date (if applicable)

2.6. Project Rationale and Appraisal

- Explain the rationale for the project – the issue(s) the proposal is seeking to address or opportunities it is seeking to capitalise on, the reason(s) why this proposal was chosen, the case for why such an intervention is proportionate and appropriate, given other options, and provide evidence to underpin each argument.
- In detailing the above, please reference (if applicable) how the proposal builds on any existing or previous rural development/regeneration projects in the same town/area. If so, please provide details of such projects and their current status and/or outcomes.

--

<ul style="list-style-type: none">○ Set out the appraisal process which was undertaken in relation to this proposal.○ It should be noted that the level of appraisal undertaken should be in accordance with the requirements established in the Public Spending Code, which are based on the estimated total cost of the project.

2.7. Stakeholder Engagement

<ul style="list-style-type: none">○ Outline the consultation which has taken place with stakeholders/beneficiaries (e.g. sectoral authorities/agencies, business community, local community groups, residents etc.) in relation to the proposal and the outcome of the consultation process. This should focus in particular on the strength of support present for the proposal amongst the aforementioned groups.○ Specifically highlight any issues which arose on foot of consultation and how these have been, or are being, addressed.

2.8. Capacity of project partners to deliver

<ul style="list-style-type: none">○ Outline the capacity of the lead applicant and partners to deliver the project as outlined. Include details of the track record of project partners and experience of delivering similar projects.

2.9. Governance and Monitoring Arrangements

- Outline the governance structures which will be put in place to ensure the effective delivery of the project on-time and within budget, including arrangements for financial oversight and accountability.

--

- Set out the specific monitoring and oversight arrangements proposed for this project in terms of quality assurance and ensuring that targets are being met. This should include details of where such responsibilities lie, and the frequency and method of reporting.

--

- Provide an overview of how the project will comply with Public Spending Code requirements over its entire lifecycle.

--

Section 3. Strategic Links

3.1. Link to national, regional and local strategic objectives

- Outline the extent to which national, regional and local strategic objectives are met by the proposal. Include details of how the proposal delivers on the objectives of Project Ireland 2040, County Development Plans, Local Economic and Community Plans, the Regional Spatial and Economic Strategies or other local, regional or sectoral plans and strategies.
- In particular:
 - Detail specific evidence which establishes the case that this proposal assists in achieving objectives set out within the plans or strategies referenced; and
 - Highlight any references to this proposal in any of the aforementioned plans and strategies.

3.2. Role of the Lead Applicant and collaborating parties

- Explain how the partners to this proposal will collaborate to deliver the project and the particular added value arising from this collaboration.
- Include details of the level of support or endorsement for the proposal from the relevant authority, agency or other body with overall responsibility for the area or sector which the project is located in or aimed at (letters of support may also be attached to the application, though such letters should be used to provide clear supporting evidence as to how this proposal aligns with the objectives, goals or other strategic priorities of the organisation)

concerned).

3.3. Key Policy Priorities

- Outline the extent to which the proposal is in a position to deliver on the key policy priorities.
- For the purposes of this call for the Fund, the key policy priorities are:
 - Building resilience of communities to face the challenges posed by Brexit; and
 - Assisting in the transition to a competitive, low carbon and climate resilient and environmentally sustainable economy.

Section 4. Impacts and Evaluation

4.1 Transformative Potential

- Outline how the proposal will deliver transformational change in the area where it is located and how the proposal might act as a catalyst for increased activity in the area.
- Set out the case for how this project will result in social and/or economic benefits for rural communities, highlighting evidence of the need for change and for the delivery of such benefits to the communities or areas which will gain from the project's delivery.

4.2 Social and Economic Impacts, Evaluation and Innovation

- Set out the overall objectives of the proposed project.

- Set out the specific economic or social outcomes that this project is expected to deliver (e.g. jobs created, visitor numbers increased, footfall increased etc) and the expected timeframe in which they will be delivered.
- Please provide supporting evidence for the outcomes stated, including for example, information relating to baselines, data sources etc.

- Please provide details of the evaluation plan for the project.
- This should include details of who is responsible for evaluation, the approach which will likely be adopted and when it will be conducted.

- Comment on any element of the proposal which might be considered innovative and could potentially be replicated successfully in other rural areas.

4.3 Sustainability

- Set out how the project will achieve and maintain financial independence once complete and/or the extent to which the proposal will deliver lasting benefits which will justify the investment made by the Fund.

4.4 Additionality

- Detail the case for how the support of the Rural Regeneration and Development Fund will enable the project deliver increased activity or additional outcomes that would not otherwise take place (e.g. allowing an increase in the scale of the proposed project, an increase in the scope of the project, allowing an additional source of funding to be unlocked or leveraged etc.)
- In instances where there are potential alternative funding streams open for the proposal or where the type of project proposed is potentially already provided for under the remit of another body or organisation, please detail a case as to why the Fund should support the proposal.

Section 5. Financial Details (if appropriate, add additional tables for each phase of the project)

5.1 Financial overview

Provide details of the total cost of the proposal and the grant aid being sought.

If the project is located in more than one county please provide a breakdown of costs and funding sought per county. This may be supplied in a separate document.

	Year 1	Year 2	Year 3	Year 4	Total
Total cost					
Grant aid sought					
Match funding					

Note: Only expenditure incurred after the approval date of a project will be eligible for funding.

5.2 Details of match funding

Funding body	Contribution Year 1	Contribution Year 2	Contribution Year 3	Contribution Year 4	Total Amount

	Yes	No
Has match funding for this project been confirmed?		
If "YES" yes please provide supporting documentary evidence as an addendum to this Application Form		

5.3. Other sources of funding

	Yes	No	Comment
Has funding for this project ever been sought or approved from another source including the Rural Regeneration and Development Fund.			
If "YES" yes please provide supporting documentary evidence as an addendum to this Application Form			
Funding Body	Scheme under which sought/provided	Amount Sought/Approved	Date Approved (if applicable)

5.4 Breakdown of total project cost

Item	Cost
Salaries ¹	€
Administration costs	€
Building/site purchase	€
Construction costs	€
Refurbishment/renovation ²	€
Equipment/fit-out	€
Professional fees (e.g. architectural, engineering, survey costs)	€
Legal fees	€
Other Technical assistance	€
Contingency	€
Other (please specify)	€
TOTAL COST	€

Note:

- 1 Only salary costs in respect of time spent directly on the project shall be deemed eligible. Additional personnel must be employed directly by the applicant(s) to drive the various elements of the work programme over the period of funding.
- 2 Routine maintenance work and wear and tear costs are not eligible.

5.5 State Aid Implications

- State Aid refers to forms of public assistance, using taxpayer-funded resources, given to undertakings on a discretionary basis, with the potential to distort competition and affect trade between member states of the European Union¹.
- In instances where proposals are of a certain type or are seeking a level of funding which could potentially give rise to questions regarding State Aid, a case should be detailed as to the appropriateness of the funding sought, having regard to State Aid rules, restrictions and exemptions e.g. General Block Exemption Regulation.

¹ <https://dbe.gov.ie/en/What-We-Do/EU-Internal-Market/EU-State-Aid-Rules/What-is-State-Aid/>

Section 6. Use of data

The information on this Application Form will be used by the Department of Rural and Community Development for the purposes of processing your application. Further information may be sought by the Department to clarify aspects of your proposal.

Any personal information which you provide will be obtained and processed in compliance with Data Protection legislation.

The Department will share your Application Form with a Project Advisory Board which will be established to manage the assessment of applications and to advise the Minister for Rural and Community Development on the proposals. The Advisory Board will be chaired by the Department of Rural and Community Development and comprise a number of relevant Government Departments, as well as external experts.

The Project Advisory Board 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.

Final decisions on the funding of projects will be made by the Minister for Rural and Community Development, based on the advice of the Project Advisory Board.

The Department of Rural and Community Development will not otherwise release any information received as part of this application except as may be required by law, including under the Freedom of Information Acts. In the event of a Freedom of Information request, the applicant will be given appropriate notice of any proposed release of records.

Section 7. Declaration by Lead Applicant

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, Chief Executive in a LEADER Local Action Group etc)

- I confirm that I have read and understood this document and declare that the particulars supplied in this application are true and correct.
- **I certify that all necessary permissions and consents (including Part 8) are in place and the proposal as outlined is procurement ready.**
- I confirm that any ownership or lease arrangements in relation to land or property which forms a part of this project have been formally agreed and concluded.
- I acknowledge that the Department of Rural and Community Development may share this Application Form with external assessors.
- I confirm that EU and National public procurement guidelines will be followed with regard to expenditure on this project.
- I request that assistance be provided from the Rural Regeneration and Development Fund in support of the proposal as outlined, and I certify that, if awarded, the grant will be used solely for the purposes for which it is approved.

Signed on behalf of _____ (Lead Applicant Organisation)

Signature _____

Name in Block Capitals _____

Position _____

Date _____

The closing date for applications is **12 noon on Tuesday, 6 August 2019.**
Applications should be submitted electronically on the official Application Form which is available on the website of the Department of Rural and Community Development at <https://drcd.gov.ie/about/rural/rural-regeneration-development-fund/>.

All applications will be acknowledged. It should be noted that applications must be completed in full before submission. Incomplete applications will be omitted from the process.

Appendix 1

Rural Regeneration and Development Fund – Project Appraisal Scheme

Assessment Criteria	Maximum marks available
Readiness	
<p>Is the project ready to commence?</p> <p><i>Note: This is a pass/fail requirement which will be judged upon whether the project is ready to enter the procurement phase at the time the application is lodged. Planning and other consents must be in place at the time of application.</i></p>	<p>Pass/Fail</p>
Policy objectives	
<p>Extent to which national, regional and local strategic objectives (Project Ireland 2040, County Development Plans, LECs, sectoral strategies or plans etc) are met</p> <p><i>Note: Marks will likely be awarded based on a judgement of the extent to which proposals meet national, regional and local objectives and specific requirements or priorities set out in sectoral, regional or county strategies or plans. Marking will also likely be informed by a judgement as to how the outcomes of proposed projects meet such objectives or requirements and the level and quality of evidence provided to support these links.</i></p>	<p>150ⁱ</p> <p>ⁱ Pass mark of 90 (60%)</p>
<p>Collaboration between promoting parties and level of endorsement of key local and sectoral authorities for proposal</p> <p><i>Note: Marks for collaboration will likely be awarded based on a judgement of the level of added value provided by the collaboration proposed as part of a project e.g. through working across boundaries or joining together to reach shared goals. The judgement of marking will also likely be informed by level of collaboration and support provided by the relevant authority or agency with overall responsibility for the area or sector which a project is located in or aimed at.</i></p>	<p>100</p>
<p>Capacity of partners to deliver project as envisaged and to meet Public Spending Code and governance requirements</p>	<p>100</p>

<p><i>Note: Marks will likely be awarded based on a judgement of the strength of the Governance arrangements set out, the track record of the project partners, the project plan set out and the associated timelines and milestones, arrangements for monitoring, project management, financial oversight and compliance with PSC requirements.</i></p>	
<p>Extent to which the proposal can deliver on key policy priorities</p> <p><i>Note: For the purposes of this second call under the Fund, the key policy priorities relate to building the resilience of communities to face up to the challenges posed by Brexit and assisting in the transition to a competitive, low carbon, climate-resilient and environmentally sustainable economy. Marks will likely be awarded based on a judgement as to the extent to which proposals contribute to delivering on these priorities.</i></p>	50
<p>Potential Impact</p>	
<p>Economic or social impact on rural areas or communities (e.g. jobs, investment, place-making, etc)</p> <p><i>Note: Marks will likely be awarded based on a judgement of the level of innovation of the project, the robustness of the economic or social targets set out, the relevance of outcomes targeted by the project and the completeness of the proposals to measure the achievement of outcomes.</i></p>	100
<p>Transformative Potential, particularly in relation to rural towns and villages</p> <p><i>Note: Marking will likely be informed based on a judgement of the extent to which the proposal will contribute to balanced regional and local development, the extent to which the proposal will likely deliver transformative change for a rural town and village and result in social and economic benefits for rural communities, particularly where need for such change is identified as most acute, and the extent to which it will act as a catalyst for increased activity and development in a rural town or village once complete.</i></p>	200
<p>Sustainability</p> <p><i>Note: Marks will likely be awarded based on a judgement of the capacity of the project to deliver lasting impacts which will outweigh the investment made and/or the capacity of the project to achieve financial independence.</i></p>	100 ⁱⁱ ⁱⁱ Pass mark of 60 (60%)

Quality of budgetary proposal	
<p>Overall quality of budgetary proposal and Value for Money</p> <p><i>Note: Marks will likely be awarded based on an overall judgement on the value for money of the project informed by the size and scope of the proposal, its geographic and population reach and its likely impact on people and communities in rural areas, in comparison to the scale of the investment sought. This will also be informed by the robustness of the budgetary proposal and a judgement as to the appropriateness of the costs set out.</i></p>	<p>100ⁱⁱⁱ</p> <p>ⁱⁱⁱ Pass mark of 60 (60%)</p>
<p>Additionality</p> <p><i>Note: Marks will likely be awarded based on a judgement as to the likelihood of the project proceeding in the absence of the Fund, the extent to which the Fund allows the project to be undertaken on a larger scale or to impact on a wider population, the availability of other funding outlets which the project could avail of, the extent to which investment is relevant to the project is potentially already provided for under the remit of any Department or agency and the extent to which the project has unlocked funding from other partners.</i></p>	<p>100</p>
<p>TOTAL</p>	<p>1000</p>