

Clare Local Development Company

Local Development Strategy

Objective 6 / Action 3

Social Inclusion – Basic Services Targeted at Hard to Reach Communities

Call for Capital Supports for Community Infrastructure and Services

Issue date: 15th December, 2017

Call for Community Facilities Applications

under

LEADER Rural Development Programme 2014-2020

For Capital Supports for Community Infrastructure and Services

Theme: Social Inclusion

Sub Theme: Basic Services Targeted at Hard to Reach Communities

Overall Budget for the Call: €250,000

Maximum Level of Funding: €50,000 per project

While the maximum grant is €50,000, it is envisaged that the average grant allocation will be between €25,000 and €40,000.

Minimum Level of Funding: €5,000

Timeline: **Call opens December 15th 2017 - Call closes April 20th 2018**

Projects will be selected based on submission of fully completed applications and supporting documentation and subject to scoring and Board Approval.

Minimum score of 65 required (see scoresheet).

Subject to Departmental approval, LEADER grant offers will be issued in July 2018.

There will be an appeals process for unsuccessful applicants.

Maximum Grant Aid Level: 75% for community applicants

Type of projects to be funded: The provision of grant aid for capital projects for community facilities, focusing on providing a service that isn't in operation locally or to enhance participation for hard to reach sectors of the community through:

1. Added value to existing community facilities
2. Enhanced fit out of existing facilities
3. Equipment to provide a facility or service which is not already in operation.

Target Groups: Community groups in Co. Clare

Geographic Area: All of Co. Clare

Notes:

- On completion of an Expression of Interest form, a Rural Development Officer will be appointed to each project promoter.
- LEADER Applications will be assessed by a committee as per the attached Score Sheet. Minimum score of 65 is required.
- Failure to submit a completed application form and supporting documentation by the deadline will result in significant delays in processing applications.

Application documentation:

1. Completed and signed LEADER *Application Form* (available from a Rural Development Officer, who will assist in completing same).
2. Signed and dated Data Protection Form (available from www.cldc.ie).
3. Completed and signed *Business Plan*.
4. 3 year Financial Projections (cash flow, balance sheet, profit and loss).
5. 3 months bank statements.
6. Local Area Based Strategy/Community Plan and/or demonstration of wide ranging consultation.
7. Planning permission (if required).
8. Ownership documentation (if relevant).
9. Details of co-funding and bridging finance and phased payment funding.
10. Evidence of community or voluntary group formation.
11. Audited Accounts for existing community groups if incorporated, set of accounts if not a limited company (3 years, if available).
12. Quotes as per National Public Procurement Guidelines- see thresholds and guidelines as set out in www.etenders.gov.ie and www.procurement.ie.
13. Completed Schedule of Quotes (template available from www.cldc.ie).
14. Current eTax Clearance Certificate for the community group.
15. Evidence of VAT registration (if registered).
16. Evidence of company formation, certificate of incorporation, memorandum and articles of association and details of directors and shareholders (if a company), trading name and/or business name (for social enterprise).
17. Other documentation as requested by CLDC.

Points of note:

- Stage 1, fill out an expression of interest (EOI) form.
See form on www.cldc.ie/leader **CLOSING DATE February 02nd, 2018.**
- Stage 2, application; It is advised to submit a draft proposal in advance of the deadline so as to avail of feedback from a Rural Development Officer. Please leave plenty of time for this, as staff will be busy close to the deadline. A site visit from a Rural Development Officer may also be required.
- Submit an application form with guidance from a CLDC Rural Development Officer and the LEADER Application Handbook available from www.cldc.ie/leader.
- Application forms will be issued after a satisfactory draft proposal has been submitted and feedback given.

- CLDC LEADER team members will assist in any way they can to make the application process as straight forward as possible. For any queries, contact any member of the LEADER team on leader@cldc.ie, 065 68 66800.

It is an important function of the LEADER RDP to return Key Performance Indicators on projects funded. Indicators required for your application will be issued.

Promoter Name: _____

Project Name: _____

Project Id: _____

Score Sheet

Assessment of all applications will be based on a maximum score of 100 and will be divided as outlined below:

Assessment Criteria	Actual Score	Max Score	Comment
Eligibility – A. Does the project comply with eligibility criteria as set out in the Local Development Strategy? B. Does the project comply with eligibility criteria as set out in the LEADER Operating Rules?		Pass/fail	
Deadweight – Does the project actually require LEADER funding to proceed?		Pass/fail	
Community Plan – is there a recently (within last 3 years) prepared community plan		Pass/fail	
1. Community Development Plan – Is there a well developed plan with robust and wide ranging community consultation highlighting the need for the project?		10	
2. Displacement/Competition – Will the project be in direct competition with an existing local business or community service and could it result in displacement of jobs elsewhere?		10 (0=displacement 10= no displacement)	
3. Promoter Background/Skills – What is the community group's track record and have they the skills and experience necessary to make a success of the project?		10	
4. Need - Has the project been adequately researched? Has the need/market/demand for the project been firmly established?		20	

5. Hard to Reach – will the project/facility/service help to increase participation by sectors of the community not generally catered for?		10	
6. Project Sustainability – Can the project demonstrate its financial viability going forward? Has a viable and convincing co-financing and fundraising plan been submitted?		20	
7. Job Creation – Will the project result in job creation - full time, seasonal or part time? Or will existing jobs be sustained/secured by this new project?		5	
8. Impact/Benefits – How will the project benefit the community group, the wider community or the environment? Added Value – Is there added value from the project for the overall development of the county?		15	
Total		100	

Signed: _____

Date: _____