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**OUTDOOR RECREATION INFRASTRUCTURE SCHEME 2024**

**Project Development Measure - Application Form**

* **Only Projects that are deemed to be feasible will be considered**
* The overall aim for the investment under this Measure should be for the development of projects that are of a scale that may be funded under a future Measure 2 or Measure 3 application, or developed in two phases under such Measures i.e. **projects,** **with an expected delivery cost of less than €1 million** (that are in line with the objectives and focus of this Scheme).
* If Approved - *If the cost of the project exceeds €50,000* – no additional funding will be allocated.
* **Groups applying under this scheme should seek professional technical advice -** Depending on the nature of the Project you may need to engage the services of an Architect, Landscape Architect, Civil/ Structural Engineer, Ecologist, Hydrologist and a Quantity Surveyor.

**Deadline for Receipt of Applications to Galway County Council is**

 **4pm, Friday 10th January 2025**

**Community Group Information**

|  |  |
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| **Project Name:** (This will be used for the Press Release, if approved) | Click or tap here to enter text. |
| **Assigned Committee Member:**Project Lead must be assigned  | Click or tap here to enter text. |
| **Position:** | Click or tap here to enter text. |
| **Contact Person:** | Click or tap here to enter text. |
| **Email:** | Click or tap here to enter text. |
| **Telephone No.:** | Click or tap here to enter text. |
| **List all other stakeholders and Committee Members involved in this application:** | Click or tap here to enter text. |

**Local Authority/State Body Information:**

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| --- | --- |
| **Local Authority**  | Galway County Council |
| **Contact Person:** | Bernie Donnellan |
| **Address:** | C/O County Hall, Prospect Hill, Galway |
| **Email:** | bdonnell@galwaycoco.ie |
| **Telephone No.:** | 091 50 9578 |

**Project Information – Please ensure you answer all questions.**

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| **Indicative prioritisation given to this project i.e. 1, 2: (Office Use)** | Choose an item. |
| **Please provide a clear and concise description of the proposed project:** (This will be used for the Press Release, if approved, **max. 30 words**) | Click or tap here to enter text. |
| **Location of proposed project:** | Click or tap here to enter text. |
| **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 | **EIRCODE**

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**XY (ITM)**

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| **Latitude and longitude / GPS Coordinates** | Click or tap here to enter text. |
| **Outline the consultation which has taken place to date with stakeholders/ beneficiaries:**Outline the steps taken to ensure that the proposed locations and projects have been identified in consultation with sectoral authorities/agencies, business community, local community groups, local residents, Response Fora, LCDC, LDCs and any other stakeholders in relation to the proposal. Specifically highlight any issues which arose on foot of consultation and how these have been, or are being, addressed.List events that facilitated this consultation e.g. Town-Hall meetings, advertisement, local media, social media, consultation with elected representatives, PPN’s, resident’s associations etc.Specifically highlight any issues which arose on foot of consultation and how these have been, or are being, addressed.**Please attach letters of support & consents**  | Click or tap here to enter text. |
| A picture containing icon  Description automatically generated**Is planning permission in place/train?** Planning Reference Number (if applicable):**Have you engaged with the Planning Department to determine if this project is viable?**Please attach details of Pre- Planning Meetings. | Click or tap here to enter text. |
| **Do you own or have the written consent of the landowner?**If on Coillte or within 200m of NPWS land, a letter of consent/support **must** be submitted along with the completed application form. Please note that requests to Coillte can be submitted via their recreation proposal form (see [here](https://www.coillte.ie/media/2018/09/Coillte-Trail-Proposal-Form.pdf) ).  If on Coillte or within 200m of NPWS land’s, please provide evidence of the consent of the organisation.Please attach: | Click or tap here to enter text. |
| **Attach letters of Consent**Coillte NPS/Waterways Ireland/Inland Fisheries/Other/ Transport Infrastructure Ireland, written consent of Landowner as relevant. | Click or tap here to enter text. |
| **Please attach photographs of the proposed area** | Click or tap here to enter text. |
| **Is the Proposal located within an Architectural Conservation Area or Protected Structure (RPS)?** | Click or tap here to enter text. |
| **Please attach site location map proposal outlined in red Scale 1:1000 or 1:2500** | Click or tap here to enter text. |
| **Please attach Site Layout Map – Drawings of proposed Project –** marked to identify **existing** and **proposed** works. | Click or tap here to enter text. |
| Environmental Considerations**Please take note and consideration additional costs that may be required.** |  |
| **Rain-Water Management**Where relevant and if possible, applications should build on the design principles set out in the interim guidance document, [Nature-based Solutions to the Management of Rainwater and Surface Water](https://lawaters.ie/app/uploads/2021/12/20211216_SUDS_Interim_Guidance.pdf) [Runoff in Urban Areas](https://lawaters.ie/app/uploads/2021/12/20211216_SUDS_Interim_Guidance.pdf), as produced by the local authority Waters Programme and the Department of Housing, Local Government and Heritage. | Click or tap here to enter text. |
| A picture containing icon  Description automatically generated**Projects relating to Blueways, refer to****Blueways Ireland –** *Blueway Management & Development Guide* <https://www.sportireland.ie/sites/default/files/2019-10/blueway-management-development-guide_0.pdf> | Click or tap here to enter text. |
| **For Trails** **Have you liaised with Sport Ireland regarding Trails Registration on** **the National Trails Register?****Have you sought a pre- assessment to determine whether the trail is feasible.** *(this is important to ensure that the project is feasible and include in costings for the project)*<https://www.sportireland.ie/outdoors/trail-development><https://www.sportireland.ie/sites/default/files/media/document/2020-06/criteria_1.pdf> | Click or tap here to enter text. |
| A picture containing text, clipart  Description automatically generated**Outline how the project will enhance opportunities and support an inclusive approach and enhance opportunities for Older People, Young People, Persons with Disabilities.** **Cara’s Accessibility and the Great Outdoors Resources** <https://caracentre.ie/fact-sheets/accessibility-and-the-great-outdoors-resources/>Disability and Age Friendly measures should be incorporated line with the [**Universal Design Principles**](https://universaldesign.ie/what-is-universal-design/the-7-principles/) and as far as practicable, be accessible to all.[The Great Outdoors – Accessibility | Active Disability Ireland](https://activedisability.ie/the-great-outdoors-accessibility/) | Click or tap here to enter text. |
| **Will this proposal add value to current infrastructure or address an existing deficit?**Please outline | Click or tap here to enter text. |
| **Outline how the Proposed Project addresses identified need?** | Click or tap here to enter text. |
| **Demonstrate that there is a clear need for a project of this type?** | Click or tap here to enter text. |
| **How will the applicant provide for the ongoing maintenance of the Project if successful?** | Click or tap here to enter text. |
| **How will provision be made for Insurance if this project is successful?** | Click or tap here to enter text. |
| **Have you liaised with the Municipal Area Office Engineer?** | Click or tap here to enter text. |
| **Have you liaised with the Water Safety Officer for projects near and on water?**Shane Cooganscoogan@galwaycoco.ie091509089 | Click or tap here to enter text. |
| **Have you liaised with Marie Mannion Heritage Officer, Galway County Council****Email:** **mmannion@galwaycoco.ie** |  |
| **Have you liaised with Rosina Joyce, Biodiversity Officer, Galway County Council****Email:** **rjoyce@galwaycoco.ie** |  |
| **Please provide a synopsis of the proposal, detailing the intervention envisaged and the works proposed.** Please set out the project clearly.Click or tap here to enter text. |
| **Please attach photographs of the proposed Area** | Click or tap here to enter text. |
| **Will the Proposed end project be eligible under Measure 2 or 3.**  | Click or tap here to enter text. |
| **The overall aim for the investment under this Measure should be for the development of projects that are of a scale that may be funded under a future Measure 2 or Measure 3 application or developed in two phases under such Measures i.e. projects with an expected delivery cost of less than €1 million (that are in line with the objectives and focus of this Scheme).** |
| **Please provide a summary of the Measure 2/3 project that will be developed as a result of the completion of the Project Development proposal:** Click or tap here to enter text. |
| **Please attach a map/outlining your proposal – (Outlining existing and proposed works)**Click or tap here to enter text. |
| **Outline how the proposed final project supports outdoor recreation:** Click or tap here to enter text. |
| **How will the final project support tourism in the local area:** Click or tap here to enter text. |
| **Outline how the proposed final project is strategic in nature:** Click or tap here to enter text. |

## This Project will be scored as following, please ensure that you have addressed the criteria below – Failure to provide adequate detail and costings will result in the project receiving lower marks.

* **Failure to complete all questions and provide maps will result in the project receiving lower marks**

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|  | Please outline |
| **Does the project align with the Climate Action Plan and is the project environmentally sustainable/does it include a biodiversity element?** Outline how | Click or tap here to enter text. |
| **Are all the necessary permissions and screening in place?** *(e.g. planning, AA etc.)* | Click or tap here to enter text. |
| **Is there clear evidence of community engagement?** Outline details of Community Engagement undertaken in relation to this project. | Click or tap here to enter text. |
| **Is the project collaborative in nature?** Outline Engagement with relevant Stakeholders e.g. Waterways Ireland etc., NPWS/OPW/TFI | Click or tap here to enter text. |
| **Are the timelines clearly set out in the application and realistically achievable*?*** *It should be noted that the allocation of approval for projects may be reduced for any applicant should there be excessive delays in the projects already approved under previous iterations of this Scheme.* | Click or tap here to enter text. |
| **Does the project meet an objective of *Embracing Ireland’s Outdoors*?** <https://www.gov.ie/en/policy-information/43eee-embracing-irelands-outdoors-national-outdoor-recreation-strategy-2023-2027/> Please outline | Click or tap here to enter text. |
| **Is the project in line with the County Outdoor Recreation Plan?**  | Click or tap here to enter text. |
| **Is the project in a Destination Experience Development Plan process with Fáilte Ireland?** | Click or tap here to enter text. |
| **Is this project part of a clear strategic plan**  | Click or tap here to enter text. |
| **Is there evidence that funding this project will have an impact at regional or national level?** | Click or tap here to enter text. |
| **Demonstrate how this project will create additional Value to the area on completion of the Project?** | Click or tap here to enter text. |
| **Will the project be developed in line with best practice guidelines and with the least impact on the environment?** Outline how this will be achieved | Click or tap here to enter text. |
| **Does the proposal add value to current infrastructure or address an existing deficit?** Please outline | Click or tap here to enter text. |
| **Will the project outcomes have clear positive health impacts or benefits for local communities?** Please outline | Click or tap here to enter text. |
| **Will the project outcomes have clear economic and/or tourism impacts?** Please outline | Click or tap here to enter text. |
| **Do the outcomes of the project demonstrate a sustainable and positive impact on the local area?** | Click or tap here to enter text. |
| **Is the project environmentally sustainable/does it include a biodiversity element?** Please outline | Click or tap here to enter text. |
| **Has the project been the subject of funding under the Project Development Measure/or other Measures?** | Click or tap here to enter text. |
| **Is there evidence of the required permissions, screenings and approvals in place?**Please attach | Click or tap here to enter text. |
| **Are the costings for each element of the project clear and reasonable?** And show value for money. | Click or tap here to enter text. |
| **Is the project clearly set out in the application form?** | Click or tap here to enter text. |
| **Is the rationale for the project clearly laid out and extent to which it justifies the action?** | Click or tap here to enter text. |
| **Are the timelines for the project realistic?** | Click or tap here to enter text. |

**Detailed Costings for Proposed Project:**

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

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| **Project Elements\***(provide details of each element) | **Cost (inc. VAT)** |
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| **Local authority costs** (if applicable) |  |
| 1.       | €       |
| 2.       | €       |
| 3.       | €       |
| 4.       | €       |
| **Total Project Cost (sum of project elements costs)** | € **0.00**  | *Must equate to the ‘Total Project Cost’ field below* |
| **Grant Aid amount sought**(Max of 90% of total project costs)  | € 0.00 | % of total project costs:       |
| **Match Funding:** (Min 10% of total cost) Included in project elements listed above  | € 0.00 | % of total project costs:       |
| **Total Project Cost (Grant aid + Match Funding)** | € **0.00**  | *Must equate to the ‘Total Project Cost’ field above* |

**\*Failure to provide adequate detail and costings will result in the project receiving lower marks**

**Timelines:**

Projects funded under the Project Development Measure should be **completed within 18 months of approval**. It is expected that these projects will be approved in September 2023. Provide timeline for commencement and completion dates, and an indicative time frame for completion of the project (additional lines can be added as required):

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| --- | --- | --- |
|  | **Proposed date:**  | **Indicative time frame (days/weeks):** |
| Commencement | Click or tap here to enter text. | Click or tap here to enter text. |
| Completion date  | Click or tap here to enter text. |

**Use of Data**

The information on this Application Form will be used by the Department of Rural and Community Development and Galway County Council for the purposes of processing the application. Further information may be sought by the Department and Galway County Council to clarify aspects of the project proposal. The application form will be shared with Fáilte Ireland for assessment purposes. The Department and Galway County Council 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 and the Department and Galway County Council 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 and Galway County Council, 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) –

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

**Declaration by Project Manager – Community Group**

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 –

|  |  |
| --- | --- |
|  | **Please tick as appropriate** |
| This project is eligible under the ORIS criteria. – I have read the Scheme Guidelines and noted the types of projects and activities which **are** not eligible under the scheme. **Page 18** |  |
| The costings are accurate, realist and value for money. Costing and estimates are attached**NB:** the Department will not fund additional costs if the project exceeds the amount granted. |  |
| Match funding is available for the project. Evidence attached (Bank Account etc) |  |
| Evidence of ownership (if applicable) or the consent of the landowner. Evidence attached |  |
| The project will comply with Public Procurement Guidelines. **Page 28** |  |
| The project conforms to the LECP and other local or regional plans. |  |
| No funding has been allocated for the same works from any other sources |  |
| **Should this project be approved for Funding by DRCD**In order to comply with the conditions of the scheme as outlined by the department of Rural & Community Development, a Project Manager must be assigned - provide details |  |
| **In order to take account of Environmental Considerations – the following will be required:** Appropriate Assessment Screening (Areas in and in proximity to Special Areas of Conservation SAC or Special Protection Areas (SPA). **Page 9.** If significant effects cannot be excluded, a Natura Impact Statement (NIS) will be required. You will be required to provide a detailed costings for the Project Development Measure – Depending on the Project you may need to engage the services of an Architect, Landscape Architect, Civil/ Structural Engineer, Ecologist, Hydrologist and a Quantity Surveyor. Please also be aware that further reports may be required depending on the Site/ and that potentially the Planning Decision could rest with An Bord Pleanála.Further reports may be required, should a request for Further Information issue by the Planning Authority. **NB to ensure to get Technical Expertise as outlined above for the site in question to ensure that it is costed appropriately. A Project Manager will need to be assigned by the Group if this Project is successful for funding.**Should the Cost of this project exceed €50,000, **The Department are clear that they will not provide additional funding**. |  |

I acknowledge the information regarding the use of data set out above and give consent to the Department of Rural and Community Development and Galway County Council for the sharing of all information, personal or otherwise, contained in this application and any attachments accompanying it, in accordance with the uses of the data and information provided above.

**Signed on behalf of \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ (Project Manager/Group)**

**Signature \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

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

**Position\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Date\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Office Use**

This declaration must be signed by an officer authorised at a senior level within Galway County Council applicant organisation i.e. at least Director of Services level in a local authority.

**Signed on behalf of \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ (Galway County Council)**

**Signature \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

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

**Position\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Date\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**