

**Streetscape Enhancement Scheme 2024**

**Supported by**

 **Fingal County Council**



Expression of Interest Form

Expressions of interest must be received by Fingal County Council on or before 12:00 noon on Monday 22nd April 2024. Email the application form and supporting documents to townregenerationoffice@fingal.ie or post your expression of interest form along with all supporting documentation to Town Regeneration Office, EETCD, Fingal County Council, County Hall, Main Street, Swords, Co Dublin, K67X8Y2.

Complete below for application for the
Streetscape Enhancement Scheme

Applicant’s name:

Contact email address:

Contact telephone phone no:

Full address of property:

Property owner or tenant:

If tenant, please specify length of lease remaining.

Is planning permission required?

Amount of Grant Funding Requested:

Please sign to confirm you agree to the accompanying terms and conditions of the Scheme:

Project Proposal - Please outline works proposed in detail (see more details on works at the end of this form)

#### Details of Works: Complete as appropriate.

#### Maximum funding award of up to €1,500.00 per building.

|  |  |  |
| --- | --- | --- |
| **Details of Works** | **VAT Excluded** | **VAT Included** |
| Shopfront Repair/Signage Replacement/Brickwork Repair |  |  |
| Appropriate Illumination and Lighting/Enhancement of Architectural Features |  |  |
| External Painting Decluttering |  |  |
| Green Enhancement of Building |  |  |
| ***Total Funding Sought*** |  |  |
| ***Total Project Cost*** |  |  |

1. **VAT number (for VAT registered business only)**
2. **Detailed Description of Works. (Please attach additional details to the Expression of Interest Form if required)**
3. **Proposed starting date of project.**
4. **Proposed completion date of project.**

1. **If you are the tenant, please confirm that a letter of consent from your landlord has been enclosed with this Expression of Interest form.**
2. **Fingal County Council Supplier ID number (if already registered)**

1. **Tax Clearance Certificate Number**

SUPPORTING DOCUMENTATION REQUIRED TO BE SUBMITTED WITH THIS APPLICATION:

* + **Two Quotes for each of the proposed works.**
	+ **Photograph of building prior to proposed works.**
	+ **Letter of consent from property owner if you are not the property owner.**
	+ **Company/group VAT number.**
	+ **Tax Clearance certificate**

Streetscape Enhancement Scheme Terms & Conditions.

# Outline of Measure

This Streetscape Enhancement Scheme will assist owners or occupiers of Commercial and Community owned premises to upgrade, enhance and improve the facades of their premises which will make their locations a more attractive place to live, work, visit or do business. The scheme will be funded by Fingal County Council.

# Eligible Premises

Commercial and community owned premises within the relevant Operational Area in locations as designated as “Major Town Centre” or “Town and District Centre” in the Fingal County Development Plan 2023 - 2029 . Please see Appendix 1 for maps of eligible locations.

# Eligible Works

* Works to individual commercial and community properties.
* Eligible works include painting, signage replacement, shopfront improvement, lighting, and planting.
* Works to standalone buildings are permitted in the case of derelict buildings or vacant properties where it can be demonstrated a clear need to address the visual impact of this building on the existing streetscape.

# Grant Rates

Grant funding can be provided at a maximum of 50% of total project costs up to a maximum of €1,500. Retrospective payments will be made once all works are completed and satisfactory evidence of completion of payments has been provided as detailed in the Payment of Grant Award section below.

# Quotations

The following procurement rules apply, as a minimum, to the individual project elements:

Costs Up to €1,500

2 x Contractor quotations.

1 x Materials quotation

(If works are to be undertaken by the owner/occupier then only one quote for materials is required).

# Closing Date

Expressions of interest must be received by Fingal County Council on or before 12:00 noon on Monday 22nd April 2024. Email the application form and supporting documents to townregenerationoffice@fingal.ie or post your expression of interest form along with all supporting documentation to Town Regeneration Office, EETCD, Fingal County Council, County Hall, Main Street, Swords, Co Dublin, K67X8Y2

# Completion of works

All approved works must be complete byAugust 31st 2024.

# Successful applications will require:

* Completed Application Form.
* Required number of Quotations as outlined above.
* Letter of Consent from property owner if applicant does not own the property.
* Photographs of the building prior to proposed works.
* Company/group VAT number.
* Tax Clearance certificate

**Applications received without the documents listed above will be considered to be Invalid.**

# Payment of Grant Award will require:

All documentation listed below are required to claim any approved Grant funding and shall be received to townregenerationoffice@fingal.ie before close of business on Thursday Sept 12th 2024.

Claims for funding after this date will not be accepted.

* + Photograph of works area prior to commencement of project.
	+ Photograph of completed project.
	+ Evidence of payment – i.e. bank statement showing payments, receipts & Invoices.
	+ Evidence of registration for VAT where applicable.
	+ Tax clearance certificate.

# Funding Conditions

Non-Compliance with the conditions as outlined or non-compliance with any other scheme conditions may result in the requirement to refund part or all the grant aid awarded.

# Expression of Interest Form

The Expression of interest form is detailed, and it is designed to ensure that it has the necessary information to evaluate each proposal accurately and fairly. Please ensure that you complete the expression of interest form in full and that any supporting documentation is submitted with your application.

Only projects that meet the criteria will be considered eligible.

**PLEASE NOTE THAT INCOMPLETE APPLICATIONS OR LATE APPLICATIONS WILL NOT BE CONSIDERED.**

Submission of false or misleading information at any stage is treated very seriously. Any applicant who does not comply with the terms and conditions of the Programme may, subject to inspection, have their grant withdrawn, be required to repay all or part of the grant and/or be barred from making applications for a period.

# Letter of Offer – Eligible Dates for Purchases/Works

Only materials and works carried out after successful applicants receive a Letter of Offer are eligible to receive funding. I.E. only receipts dated after the date on any Letter of Offer will be accepted as eligible.

# Statutory Consents

Applicants must ensure that all necessary statutory permissions or consents which may be required have been obtained before any work commences. This includes, but is not confined to, Planning Permission.

# Insurance

Written evidence of a valid insurance policy may be requested, where relevant, during the application review process.

# GDPR

To process your application, it may be necessary for Fingal County Council to collect personal data from you. Such information will be processed in line with the Local Authority’s privacy statement which is available to view on the Fingal County Council website.

When you give us personal information, you have rights regarding how this information is used. Fingal County Council has a duty to keep your details private and safe. [The EU General Data](https://eur-lex.europa.eu/legal-content/EN/TXT/?qid=1532348683434&uri=CELEX%3A02016R0679-20160504) [Protection Regulation (EU) 2016/679](https://eur-lex.europa.eu/legal-content/EN/TXT/?qid=1532348683434&uri=CELEX%3A02016R0679-20160504) and [Data Protection Act 2018](http://www.irishstatutebook.ie/eli/2018/act/7/enacted/en/html) mean that Fingal County Council must be fair in how it handles and stores any personal information we collect. The Acts protect personal privacy and the rights of individuals by restricting how the Council uses and shares your personal information.

All information provided about the grant application will be held electronically. Fingal County Council reserves the right to publish a list of all grants awarded on its website.

# Payment of Funding

Once you have received your letter of offer, you will be issued with a Fingal County Council supplier ID form. On this form you will be required to fill in your bank account details such as your BIC & IBAN from your nominated bank account. These details will be added to Fingal County Council’s payment system to enable the transfer of approved funding to your bank account once all the work is completed and the required documents have been processed.

# Freedom of Information Act 2014

Fingal County Council is bound by the Freedom of Information Act 2014.

# Site Visits

Fingal County Council may carry out unannounced site visits to verify compliance with Program terms and conditions.

# Further information may be requested.

Fingal County Council reserves the right to request further information from you to assess your application if so required.

# Queries on this Scheme

For any queries on this scheme please contact the Town Regeneration Office Team in Fingal County Council at townregenerationoffice@fingal.ie or call 01 8905000.