

MSWS

*Trans. M 15/8
Could I have a copy Discuss.
of the "Information Pack" please.
with me before you go cc: 15/8.
Thurs.*

4230

Mr Quinn
Dr A McCormick, DENI
Mr T Canavan, CCRU
Mrs Pauley

From: Miss L Wilson, European Division, DFP

Date: 8 August 1995

To: Mr K Walker, DED
Mr S Johnston, DANI
Mr M Pinkerton, T&EA
Mr D Harley, DHSS
Mr T McCusker, MBW

14/8

*From
to me & 1A.
I will give 1C walk
an information pack.
Vicki*

*Mr W.O/R
copy minute to Mr O'Hanlon
pt.*

SPECIAL SUPPORT PROGRAMME FOR PEACE AND RECONCILIATION: MANAGEMENT OF APPLICATIONS

1. I thought that it would be useful if I brought Sub-programme Leaders up-to-date on the position regarding the issue of applications. I am also enclosing a set of bound information packs for the use of your staff.
2. DFP is continuing to issue information packs centrally but as soon as stocks allow we would propose to send sets of the packs to Sub-programme Leaders for issue as necessary. To date we have sent out over 1,200 information packs. On receipt of the pack, applicants may wish to obtain further information about the Sub-programme or Measure in which they are interested.
X Sub-programme Leaders should now consider, if they have not already done so, how these requests for information should be handled as DFP is not retaining a central record of bodies to which applications have been sent.
3. There has been some confusion over DFP's level of involvement in the application process. Although DFP will issue application forms and act as an initial point of contact we are obviously not in a position to give advice about the content or handling of individual Sub-programmes/Measures. Letters or telephone calls about specific Sub-programmes should not, therefore, be referred to DFP as a matter of course.
4. Please telephone me (ext 26937) if you wish to discuss.

Linda Wilson

LINDA WILSON
European Division

PP-LWil-7610



**Special Support
Programme for
Peace and
Reconciliation**
in Northern Ireland and the Border
Counties of Ireland
1995 - 1999



Application Form

General Points

- Before completing this form all applicants should read the accompanying **Special Support Programme for Peace and Reconciliation Programme Summary** and the **Notes for Guidance** to satisfy themselves that the project meets the relevant selection criteria.
- In some cases, it may be necessary to seek further information about your proposal to assess fully your application.
- A separate application form must be returned for each project application which you wish to make. Additional forms are available from the addresses below but photocopies may also be used.
- Applications in respect of projects in Northern Ireland should be returned for registration to:

*Special Support Programme for Peace and Reconciliation
European Division
Department of Finance and Personnel
Room C1
The Arches Centre
11-13 Bloomfield Avenue
Belfast BT5 5HD
Telephone (01232) 526950*

- Applications in respect of projects in the Border Counties should be returned to:

*Special Support Programme for Peace and Reconciliation
Department of Finance
Upper Merrion Street
DUBLIN 2
Telephone (003531) 6767571*

- Applications in respect of cross-border projects must be returned to both Departments.
- This Programme has many innovative aspects including the proposals to deliver a number of the measures through intermediary funding bodies. It will be some time before these bodies are in a position to play their full part in managing the Programme and this may delay the processing of your application. You will, however, receive an initial acknowledgment of your application and be notified if it is to be processed by an intermediary funding body.

**APPLICATION FOR FINANCIAL ASSISTANCE UNDER THE
SPECIAL SUPPORT PROGRAMME FOR PEACE AND
RECONCILIATION**

(See Part II of the Notes for Guidance)

1. **Sub-programme** under which you are applying _____
2. **Measure** under which you are applying _____
3. **DETAILS OF APPLICANT** - See Notes for Guidance Part II Question 3

Name _____

Address _____

Postcode _____

Telephone No. _____

Fax No. _____

Name of Contact _____

Telephone No _____

Legal Status _____

If applying on behalf of an organisation please summarise its aims and objectives

4. **DETAILS OF PROJECT** - See Notes for Guidance Part II Question 4

Title _____

Location _____

Postcode _____

District Council/Local Authority Area _____

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4(b) How would the project meet the objectives and selection criteria of the relevant measure of the Special Peace and Reconciliation Programme? You should also comment on the relevance of the project to the overall strategic aims of the Programme and relevant Sub-programme.

[illegible]

4(c) Estimated start date _____

4(d) Estimated end date _____

4(e) Estimate how many jobs will be created (if appropriate).

(i) Permanent Full-time _____ Permanent Part-time _____

(ii) Temporary Full-time _____ Temporary Part-time _____

4(f) Give details of the relevant functions/activities currently provided in the area that are similar to those offered by the project. How will your project complement these activities?

4(g) In the case of projects which offer a service give details of the expected level of use.

4(h) Give details of those groups (eg community, women, youth) which the project will target and say how they will benefit.

4(i) Will the project have any effect on the environment?

Yes ☐No ☐

Note: Planning permission is required for infrastructure projects. An environmental impact assessment will also be carried out on projects as appropriate.

If 'Yes' please give details

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4(j) Is this application

(i) Relevant to Northern Ireland only?

Yes ☐

No ☐

(ii) Relevant to the Border Counties of Ireland only?

Yes ☐

No ☐

(iii) A joint cross-border project?

Yes ☐

No ☐

If (iii) give the identity of the lead parties on both sides of the border

5. (See Part II Notes for Guidance Question 5)

Have you received, applied for, or intend to apply for financing for this project from another sub-programme/measure under this Programme, any other European Programme or other funding source (eg IFI)?

Yes ☐ No ☐

If 'Yes', please state

(i) Received/applied for/intend to apply (delete as applicable)

(ii) Programme/Initiative/Sub-programme/Measure under which the application was made:

(iii) To whom the application was made

(iv) Date of application

(v) Was the application approved?

Yes ☐ No ☐ Decision Awaited ☐

(vi) Details (amount approved, date paid, etc)

6. **FINANCIAL DETAILS** - See Notes for Guidance Part II Question 6

6(a) What is the estimated total cost of the project?

6(b) How much Structural Funds grant are you seeking under the Special Support Programme for Peace and Reconciliation? For what will these funds be used?

6(c) Please provide details of all sources of funding.

Possible sources of funding	Amount £			% of total amount		
	Capital	Recurrent	Total	Capital	Recurrent	Total
Special Support Programme						
Central Government						
Local Government						
Other European Programmes						
Own Resources*						
Other eg IFI (please specify)						
Total						

*Applicants must be able to demonstrate that these resources are available.

6(d) Please provide details of the anticipated phasing of the expenditure.

Year	EC Grant	Central Govt	Local Authority	Own Resources	Other	Total
1995						
1996						
1997						
Residual expenditure						

6(e) Please provide a detailed breakdown of the total cost of the project (eg administrative costs, premises, salaries, consultancy fees, land costs etc).

7. **OTHER INFORMATION:**

Please provide any other information which you consider relevant to your application and list any reports etc relating to your organisation and/or the project which you have enclosed with this application.

8. **DECLARATION** - See Notes for Guidance Part II Question 9

- I declare that all the information provided is true and correct.

Signed _____ Date _____
on behalf of the organisation

Name in capitals _____

Position held _____

Signed _____ Date _____
on behalf of the organisation

Name in capitals _____

Position held _____