



Rialtas na hÉireann  
Government of Ireland

Project Ireland 2040

# Application Form for the **Urban Regeneration and Development Fund 2018**

Department of Housing, Planning and Local Government

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

All queries can be addressed to:  
**URDF@housing.gov.ie**

### Application Form

**This form should be completed by the Lead Partner  
and returned by e-mail to [URDF@housing.gov.ie](mailto:URDF@housing.gov.ie)  
by 12 midday Friday 28<sup>th</sup> September 2018**

Applications received outside of this timeframe will not be accepted

Application Reference No:  
(For completion by Department)

# Section A

## General Information and Overview

### 1. Overview

**Lead Partner:**

Name of Organisation:

Contact Name:

Contact Address:




Telephone Office:

Telephone Mobile

Email Address:

**Lead Partner Sector (please tick the relevant option):**

Local Authority

Regional Assembly

Government Department

Government Agency

Semi-State Body

Higher Education Institute

Other (please specify):

**Please indicate which category of funding is being applied for:**

**Category A**

'Ready-to-go' proposals  
to be initiated in 2019

**Category B**

Proposals requiring further development, that may  
be initiated in 2019 or subsequent years

*Note: The Minister and Management Committee reserve the right to re-categorise a proposal where, further to evaluation, it is deemed more suitable to the alternate category.*

## 2. Other Partner(s) (if applicable)

1. Body/Organisation Name:

Contact name:

Address:

Contact details:

2. Body/Organisation Name:

Contact name:

Address:

Contact details:

3. Body/Organisation Name:

Contact name:

Address:

Contact details:

*Note: If applicable, please provide details of any additional partners in a separate document*

### 3. Proposal

**Summary of Proposal:** A brief outline of the subject proposal (500-600 words/one A4 Page).

#### **Geographic Area**

Specify below the area to which the proposal applies (e.g. Region, City, County, Town, District, Village, Street). If the proposal addresses several areas, please list all related areas.

*A map must accompany this application form and detail the area(s) covered under the proposal. The map must be supplied in Image format (JPEG, Bitmap or similar) and if available, a digital map in Shapefile format is also requested.*

## 4. Background & Next Steps

**Background:** An overview of how the subject proposal has evolved to its current status e.g. concept, any design work, relevant planning history, previous applications for funding, consultation with relevant community/stakeholders, property ownership/acquisition (if applicable). It may alternatively be the case that the proposal is more recent, which should also be explained (500-600 words/one A4 page).

**Next Steps:** An outline of the principal actions now required to advance the subject proposal (500-600 words/one A4 page).

## 5. Funding & Timelines

- (i) **Funding:** Figures to be provided on a year-by-year basis. Full details required for **Category A** proposals. Best estimates required for **Category B** proposals, to enable an overview of potential future URDF commitment.

	2019 (€)	2020 (€)	2021 (€)	2022 (€)	Post 2022 (€) (If applicable)	Totals (€)
Amount of URDF funding requested						
Match funding amount (min. 25% of total annual cost)						
Total envisaged cost of proposal						

For both **Category A and B** proposals, a breakdown of all key task elements of the proposal delivery timeline. For Category A proposals, this will be more detailed.

2019	2020	2021	2022	Post 2022 (If applicable)

For **Category B** proposals, provide a breakdown of further proposal development.

2019	2020	2021



## 6. Need for Investment – Rationale for the Proposal

Why this proposal is considered necessary (500-600 words/one A4 page).

## 7. Outcomes

**Summary of Outcomes:** Provide an outline of specific measurable outcomes that will be achieved (500-600 words/one A4 page). Examples will include, but are not limited to:

Examples include:

- > M<sup>2</sup> of residential, commercial or community development delivered.
- > M<sup>2</sup> of buildings refurbished/brought back into use.
- > Number of residential units provided.
- > Number of enterprises accommodated.
- > Number of jobs supported.
- > Increases in footfall or visitor numbers.
- > The value and nature of amenity enhancement.
- > Provision of sustainable travel options.
- > Reducing carbon emissions, expressed in CO<sub>2</sub> savings.

# Section B

## Detailed Submission

**Note on Marking Scheme:** There are five principal evaluation criteria, each of which comprise 100 marks as follows:

1. **Compatibility with NPF/NDP Objectives**
2. **Commitment to Implementation**
3. **Collaboration**
4. **Innovation and Integration**
5. **Viability of the Proposal**

It is necessary to achieve at least 50 marks in each of the five criteria to secure a pass mark.

The five criteria are each weighted, to amount to a total of 1,000 marks overall. The weightings are reflected in the percentage of total marks available, as set out on the form below.

Each of the five principal criteria include two sub-criteria, each worth 50 marks. Further details of how each sub-criteria will be scored, are included at the end of this form.

## 1. Compatibility with NPF/NDP Objectives (30% of overall marks)

To evaluate the overall suitability of the proposal and in particular, the extent to which it will be transformational and relevant.

- (i) **Vision (15% of marks):** Information provided must relate to the scope of ambition, scale and impact of the proposal to achieve place-based change. (500-600 words).

- (ii) **Support for National Planning Framework/National Development Plan National Strategic Outcomes (15% of marks):**  
With particular reference to **National Strategic Outcome No. 1 Compact Growth** to include a focus on enhanced 'liveability', quality of life, and capacity to build on existing assets, but also in relation to other outcomes in support of compact growth. While not necessary to identify relevance to all ten NSOs, it would be advantageous to demonstrably impact on more than one. (500-600 words).

## 2. Commitment to Implementation (15% of overall marks)

To evaluate financial and human resource inputs and in particular, the extent to which they will be catalysts for change and will ensure implementation.

- (i) **Leveraged Co-Funding (7.5% of marks):** The extent and nature (including source) of leveraged co-funding (which must be at least 25% of the value of the bid proposal) and in particular how this proposal will enable investment in urban development that might not otherwise occur within the proposal timeframe (500 – 600 words).

(ii) **Governance and Management (7.5% of marks):** Proposed governance and management arrangements for implementation, reporting and monitoring, via the Lead Partner (500-600 words).

A large, empty rectangular box with a thin brown border, intended for the applicant to provide their proposed governance and management arrangements.

### 3. Collaboration (15% of overall marks)

To evaluate joint working between bodies/sectors and/or areas/networks that will add value, ensure efficiency and broaden impact.

- (i) **Inter-Organisational (7.5% of marks):** The extent of collaboration between public bodies and/or between public bodies with the private sector and/or the community/voluntary sector, specifically through co-ordinated investment and decision-making across multiple stakeholders that will add value and contribute to efficient delivery, as well as promote replicability and learning (500-600 words).



- (ii) **Geographic/Networked (7.5% of marks):** The extent of collaboration between different geographically-based bodies for this proposal, particularly where there is potential to jointly address common/complementary issues and/or to operate on a networked basis, specifically through complementary investment and decision-making that will broaden impact and avoid duplication as well as promote replicability and learning (500-600 words).

## 4. Innovation and Integration (20% of overall marks)

To evaluate the level of innovation and quality of regeneration and scope for co-ordinated local and regional development.

- (i) **Tailored Innovation (10% of marks):** The extent to which proposals address, in an innovative and qualitative manner, specific urban issues, such as social disadvantage, economic change, physical and/or environmental degradation, sustainable mobility and/or the legacy of rapid or unplanned growth (500-600 words).

- (ii) **Local and Regional Development (10% of marks):** The extent to which proposals fulfil the overall objectives of plan-led development, and/or co-ordinate with and/or contribute to evidence-based strategies for social, economic and physical/environmental development, for example the Regional Social and Economic Strategies and City/County Development Plans (500-600 words).

## 5. Viability of the Proposal (20% of overall marks)

To evaluate economic impact and deliverability

- (i) **Leveraged Investment (10% of marks):** The extent of leveraging of wider, indirect private sector investment in the delivery of homes and/or commercial floorspace, the value of which must be at least 100% of the value of the bid proposal, together with any other leveraged investment not addressed under criterion 2(i) above, which may include employment and/or training/skills.

(ii) **Deliverability (10%):** This is an opportunity to set out in detail the factors in relation to deliverability of the proposal, including:

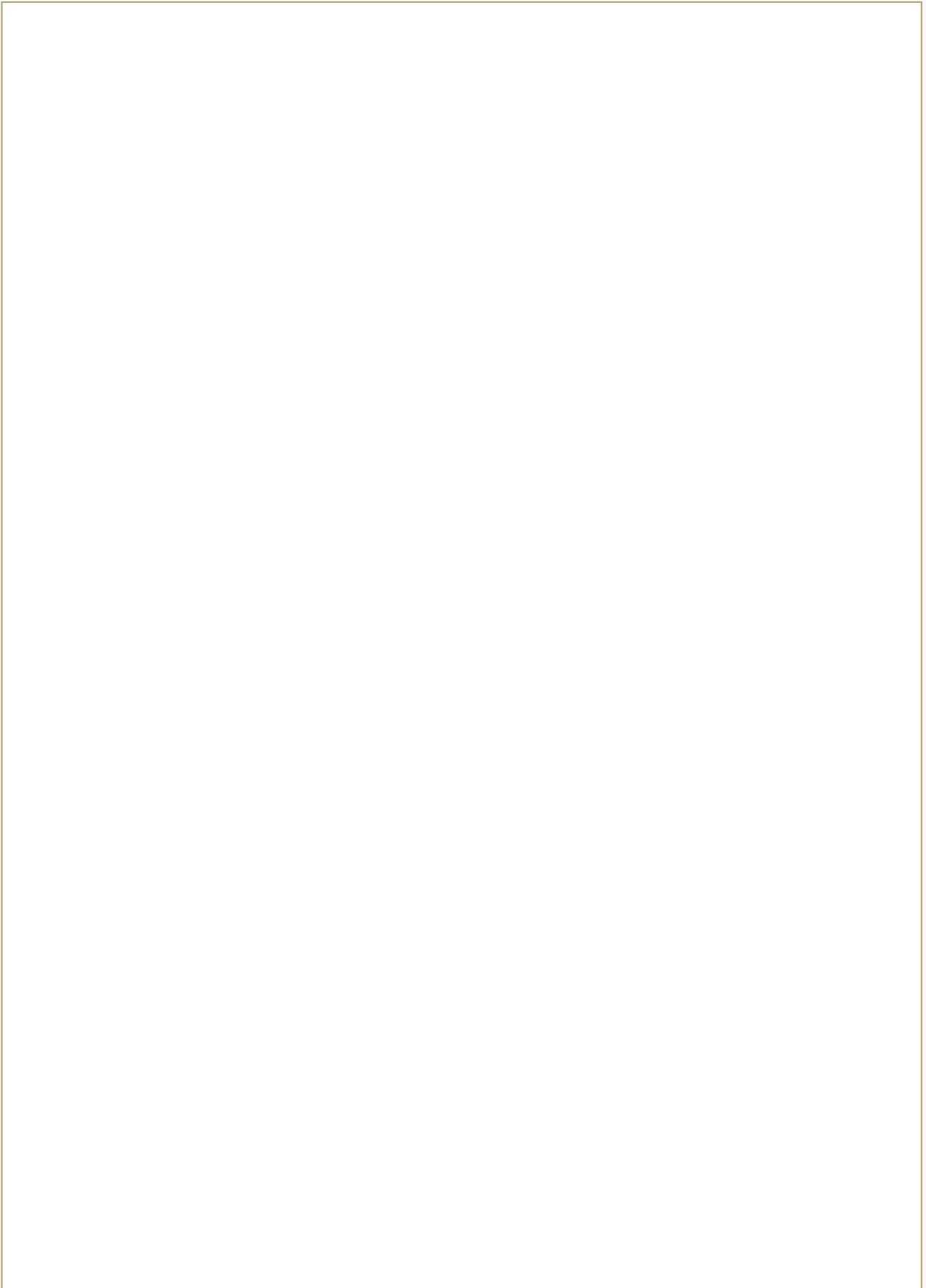
- > Capacity to deliver, the track record of project partners and their experience of similar projects.
- > Whether planning consents or other approvals/licences are required/secured.
- > Any land ownership/access/control issues.
- > Detailed design.
- > Level of procurement readiness.

For **Category A** proposals: Confirm the status of each of the items above, i.e. whether or not they are complete and when they will be completed for 2019 proposal implementation.

For **Category B** proposals: Outline what is required to ensure proposal delivery and estimated timelines for such.

For **Category A** proposals, a financial appraisal/value for money assessment will be required in accordance with the Public Spending Code, but at minimum for bid purposes, a clear financial proposal with a realistic cost breakdown, that represents value for money in consideration of likely benefits and estimated economic impact.

ii) Deliverability (cont'd):

A large, empty rectangular box with a thin black border, intended for the applicant to provide detailed information regarding the deliverability of their project. The box occupies most of the page below the section header.

**Scoring of Evaluation Sub-Criteria:**

Score	Evaluation - Each criterion will be scored out 50.
0	<b>N/A</b> The proposal fails to address the criterion under examination or cannot be judged due to missing or incomplete information.
1-10	<b>Very Poor</b> The criterion is addressed in an unsatisfactory manner.
11-20	<b>Poor</b> There are serious or inherent weaknesses in relation to the criterion.
21-30	<b>Fair</b> While the proposal broadly addresses the criterion, there are significant weaknesses that would need to be corrected.
31-40	<b>Good</b> The proposal addresses the criterion well, although some improvements possible.
41-50	<b>Excellent</b> The proposal successfully addresses all relevant aspects of the criterion and any shortcomings are minor.

# Section C

## Documentation and Declaration

### Letters of Verification

Each application form must be accompanied by:

- Verification letter(s) from any other identified partner(s), signed by the CEO/Director or the organisation, setting out their consent to partake in the application and their commitment to the proposal.
- Verification letter(s) from the source(s) of match-funding, setting out knowledge of application and commitment to provide match funding. This letter must be signed off by the competent person sufficiently authorised to issue the match-funding commitment e.g. Chief Financial Officer.

### Additional Documentation

Please note that you are free to submit additional documentation to support this application. Any additional documentation must relate directly to the scope of the proposal. Additional documentation must be attached electronically with this application form.

Where additional documentation is being submitted, **10 hard copies** of additional documentation marked as 'URDF Application' must be submitted by post to:

Forward Planning Section  
Department of Housing, Planning and Local Government  
Custom House  
Dublin D01 W6X0

## Final Checklist

### Required

- Cover letter from Lead Partner
- Application Form (completed by Lead Partner)
- Verification letter(s) from any other identified partner(s)
- Verification letter(s) from the source(s) of match-funding
- A map that visualises the location of the proposal in two formats:
  - An image file (such as jpeg or bitmap).
  - A shape file (.shp) if applicable to the proposal.

### Optional

- Additional (relevant) documentation in support of the application.

## Sign-off/Declaration

I hereby confirm that I have read and understand this document and declare that the particulars supplied in this application are true and correct. I request that assistance be given in support of the project as outlined and certify that, if made, the grant will be solely for the purpose for which it is approved.

Signature \_\_\_\_\_

Position \_\_\_\_\_

Date \_\_\_\_\_