



An Roinn Forbartha
Tuaithe agus Pobail
Department of Rural and
Community Development



Comhairle Chontae na Gaillimhe
Galway County Council



Tionscadal Éireann
Project Ireland
2040



Fáilte Ireland
National Tourism Development Authority

Outdoor Recreation Infrastructure Scheme



For Further Details: Application Forms/Requests/Queries & information/ Completed forms should be addressed to Economic Community & Rural Development Unit, County Hall Prospect Hill, Galway H91 H6KX Email: OutdoorRecreation@Galwaycoco.ie Tel: 091 50957

Scheme outline for All Measures

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1. Outdoor Recreation Infrastructure Scheme Objective

The Outdoor Recreation Infrastructure Scheme (ORIS) contributes to the strategic objective of strengthened rural economies and communities as set out in the Project Ireland 2040 strategy. The objective of the Scheme is to provide funding for the development of new outdoor recreational infrastructure and for the necessary repair, enhancement or promotion of existing outdoor recreation infrastructure in countryside areas across Ireland. It specifically supports the growing outdoor activity tourism sector as prioritised in **“Our Rural Future”, Ireland’s Rural Development Policy 2021-2025**.

ORIS, along with other funding interventions delivered through the Rural Development Investment Programme, such as the Town and Village Renewal Scheme, CLÁR, the Local Improvement Scheme and the Rural Regeneration and Development Fund, seeks to assist in achieving the National Strategic Outcomes of Strengthened Rural Economies and Communities, set out in the National Development Plan 2018-2027.

The Scheme is administered by the Department of Rural and Community Development and supported by Fáilte Ireland. To date, ORIS has allocated funding of almost €68 million for 973 projects around the country.

The scheme invests in the physical infrastructure that underpins sporting and recreational activities based on the use of the resources of the countryside; these contribute to healthy active lifestyles while building on the economic and tourism potential of the area, and so are to the benefit of both local communities and tourist visitors alike. The scheme may also provide some limited funding for the marketing and promotion of such infrastructure, typically as part of a wider project involving capital supports.

In particular, the 2021 scheme emphasises the opportunities for recreational amenities located near rivers, lakes and beaches. The 2021 scheme also seeks to support recreational infrastructure that provides an inclusive approach for communities to deliver outlets that support a diverse range of users, including people with disabilities and older adults.

2. ORIS 2021 Scheme Focus

The focus of the scheme will be to support outdoor recreational infrastructure in countryside areas across Ireland. The 2021 scheme will, in particular, support recreational infrastructure that not only provides an outlet for the communities in which they are situated but that also delivers added value from a tourism perspective, positioning rural areas to respond to the post-COVID-19 economic environment.

Outdoor recreation refers to those sporting, recreational and holiday pursuits based on use of the resources of the countryside and which contribute to healthy active lifestyles. “Countryside” includes land, water and air. The term “recreation” in this context applies to sporting and recreational activities which operate in the countryside. It does not include sporting activities which take place in the countryside on confined courses or pitches specifically designed and constructed for those sports, e.g. golf, football, show jumping, etc. Projects approved under the ORIS will be in keeping with this definition.

Project type

The scheme supports the provision of outdoor infrastructure that is, in the main, freely available to the public. The type of projects typically funded by the Scheme include trails, walkways, cycleways, greenways, blueways, mountain access routes, bridleways, and open water amenities at bogs, rivers, lakes and beaches, including tidal pools. Applicants in 2021 are strongly encouraged to consider opportunities to develop recreational amenities associated with the use of our bogs, rivers, lakes and beaches. In respect of walking trails and cycleways, the scheme will prioritise investment that repairs/enhances existing routes or brings sections of existing trails/cycleways off road thereby improving the quality of the experience for users.

The above is not a definitive list and other innovative projects that provide outdoor infrastructure are encouraged, including those that result in improved access to recreational facilities for older people and those with disabilities. Proposals under the Scheme should demonstrate a collaborative approach, working with the local community and stakeholders.

Given the potential impact of the Coronavirus pandemic on the Irish economy and the tourism sector in particular, projects that can display a specific tourism or other sectoral impact that may aid economic recovery are encouraged. Applicants are encouraged to review projects funded in previous years to get an understanding of the diverse types of projects eligible. Lists of projects funded previously are available at [Gov.ie](https://www.gov.ie).

Applicants should identify projects which will support the increased use of, and access to, natural amenities in their areas e.g. mountains, lakes, rivers, forests, bogs, beaches.

Examples of activities which applicants should have in mind when submitting applications for the 2021 Scheme include:

| Land-Based | Water-Based | Air-Based |
|---|---------------------------|--------------|
| Walking | Canoeing/ Kayaking/SUP | Paragliding |
| Hillwalking/Hiking | Rowing | Hang-gliding |
| Leisure Cycling | Open Water Swimming | |
| Mountain Biking | Surfing | |
| Horse Riding | Coasteering | |
| Trail/Off-road Running | Wind surfing/Kite Surfing | |
| Orienteering | Sailing | |
| Bouldering, Scrambling, Rock Climbing, Mountaineering | Diving | |
| | Angling/Fishing | |

Other related projects include tidal pools, forest walks, mountain access routes, trail access to birdwatching locations, floating boardwalks on lakes / bogs, and natural play areas included as part of larger trail or other outdoor recreation infrastructure project.

Greenway projects funded under ORIS must be those of a local nature. The Department of Transport's [Greenways Strategy](#), published in 2018, sets out the Government's priorities in relation to the funding of greenways in Ireland over a 10 year period, with a dedicated funding stream to achieve this. **It is not the intention of ORIS to supplement or supplant this strategy by funding regional or national greenways i.e. those greenways that are over 20km in length.** However necessary repair or small improvement works on those greenways (**which are older than 3 years**), local extensions of those greenways, local spurs off those greenways, and the development of infrastructure to link a rural town or village to such greenways may be considered under ORIS.

Blueway projects funded under ORIS must be in line with the [Blueway Management and Development Guide](#) published by The Blueway Partnership.

Project Location

Projects located within any of the five main city boundaries (Dublin, Cork, Limerick, Galway and Waterford) or **within a towns or villages are not eligible under the scheme.**

Projects should, in the main, be located in the countryside (**i.e. not within the environs of towns or villages.**) Funding may be available separately for walkways, cycleways and other outdoor

infrastructure located in **towns and villages under the Town & Village Renewal Scheme**. Given the emphasis on recreational amenities located near rivers, lakes and beaches, projects of this type located within town environs will be eligible in 2021. ORIS may also fund recreational infrastructure linking a town or village into the countryside, and particularly linking towns or villages to other outdoor recreation facilities located in the countryside.

Best Practice, Permissions and Consents

All works should be carried out in line with best practice as per the following guidelines and toolkits:

- Cara's [Accessibility and the Great Outdoors Resources](#)
- Fáilte Ireland - Greenway Toolkit (available in Q2 2021 from Fáilte Ireland website)
- [Sport Ireland Outdoors – Walking Trails Criteria for Ireland](#)
- [Leave No Trace's Resources](#)
- [Blueway Partnership – Blueway Management & Development Guide](#)
- [Helping the Guiding Principles for the Management of Path Erosion in Upland Areas](#)

The installation of footfall counters are encouraged on projects, where applicable (it should be noted that ongoing operational costs are not covered under this scheme). Data from any footfall counters installed as part of the project should be shared with the Department and Sport Ireland.

All projects must satisfy the requirements of the [Public Spending Code](#) and be fully compliant with the public procurement guidelines.

Particular care should be taken with proposed works in designated areas, such as [Special Areas of Conservation \(SAC\)](#), [Special Protection Areas \(SPA\)](#), etc. Any necessary screening for [appropriate assessments and/or other ecological assessments](#)/ approvals/ planning permission/ Part 8 planning consent etc. that need to be obtained must be in place prior to any works commencing.

Where a project traverses Coillte/NPWS lands, a letter of consent/support should be included with the application form. Please note that requests to Coillte can be submitted via their [recreation proposal form](#).

Other Requirements

Projects must be standalone and operational in their own right with the exception of the Project Development Measure. It is not acceptable to divide the same project into a number of separate applications in the one year with the effect of overcoming the maximum funding limits under each Measure e.g. submitting different parts of the same project under both Measure 2 & Measure 3, or under two applications under Measure 1. In addition, where a single project application involves more than one type of intervention, there should be a clear link between the interventions e.g. located in same area or for multiple trail upgrades.

As part of the Department's commitment to the new Climate Action Plan 2021, applicants will be required to identify, where appropriate, how a proportion of the funding sought will be used to support climate action or biodiversity measures e.g. tree/hedgerow planting on trails. It is imperative that projects do not have a negative environmental impact and, where possible, they involve measures which enhance the biodiversity of the area in question or introduce measures that support Climate Action.

3. Funding and Timelines

An indicative budget of €14 million is available for successful projects under the 2021 Outdoor Recreation Infrastructure Scheme. This funding is provided jointly by the Department of Rural & Community Development) and Fáilte Ireland. Funding will be provided under four different categories of projects (Measures) based on the size of the investment requirement. This year sees the introduction of a **new Measure specifically for costs associated with the development of projects which may be the subject of future applications under Measure 2 and 3 of this Scheme**. This Measure is being introduced on a trial basis in 2021. Details of the four Measures are outlined in Section 4. The number of projects approved for funding under each Measure will be limited by the total amount of funding available.

All proposed projects must be in a position to commence at the end of 2021, and must be capable of being delivered in a realistic timeframe i.e. within a 12 month timeframe for Measure 1 & 4 projects, or 18 month timeframe for Measure 2 & 3 projects. **It is advisable that appropriate assessments, feasibility studies and planning permissions (if required) are in place or substantially progressed prior to the submission of a project application under Measures 1, 2 & 3. Should they not have commenced, it is recommended that the application is retained for future years or may be submitted under the new Project Development Measure.**

Eligible applicants are requested to submit applications under the various Measures referred to in Section 4. The applications must only be submitted using the template application forms provided by the Department of Rural & Community Development. Completed applications must be submitted via email to : Email: OutdoorRecreation@Galwaycoco.ie Tel: 091 509578.

Deadlines:

Measure 1 – 5pm 9th June, 2021

**Measure 2 & 3 & The Project Development Measure – Deadline
Monday 5th July, 2021**

4. Scheme Measures

The Scheme is now delivered under four Measures as outlined below. The level of funding, project scale, and eligible applicants vary under each Measure.

Measure 1: Small Scale Repair/Development/Promotion and Marketing

Grant Amounts: Up to €20,000.

Eligible Activities: Small scale projects that are in line with the objectives and focus of the Scheme. This includes, but is not limited to, the upkeep, repair and development of trails, walkways, cycleways, greenways, blueways recreational facilities at bogs, rivers, lakes and beaches, natural play areas that form part of a larger outdoor recreation project and the promotion and marketing of such infrastructure. Projects should, where possible, indicate how they are inclusive of people with disabilities and older adults.

Local Authorities and Local Development Companies are asked to work with communities to identify projects that enhance or redevelop existing amenities, or support new opportunities to develop local natural resources as referenced at section 2 above. Priority will be given to applications that support communities in delivering such projects.

There has also been a practice under this Measure of repeat funding requests for repair works on the same recreational infrastructure – the linkage with previous funding provided through ORIS should be clearly explained in the application form and such repeat applications may be assigned a lower priority in 2021 project selection.

Eligible Applicants: Local Authorities and Local Development Companies¹.

Maximum Number of Projects:

A maximum of 7 applications may be submitted per Local Authority.

A maximum of 3 applications may be submitted per Local Development Company.

Indicative Project Completion Date: All projects must be finished and drawdown of funding completed by 30th of November 2022. The completion date may be revised in the Funding Agreement based on the date of project approval.

¹ Local Development Companies as referenced under Section 128f(1)(d) of the Local Government Act 2001 (as amended by the Local Government Reform Act 2014) are designated eligible applicants under Measure 1 for this Scheme.

Measure 2: Medium Scale Repair/Upgrade and New Trail/Amenity Development

Grant Amounts: Up to €200,000.

Eligible Activity: Medium scale projects that are in line with the objectives and focus of the Scheme. This includes, but is not limited to, extensions/upgrades to already established trails, walkways, cycleways, greenways, blueways or other recreational facilities at bogs, rivers, lakes or beaches. Projects can also include works for the enhancement, repair or promotion of such infrastructure, or for improved access to recreational infrastructure or the development of new trails, walkways, cycleways, local greenways, blueways or other recreational facilities. Projects should, where possible, indicate how they are inclusive of people with disabilities and older adults.

Projects should indicate, where applicable, linkages with regional or national strategic initiatives, policies or plans e.g. Beara Breifne Way or Shannon Masterplan.

Eligible Applicants: Local Authorities.

Maximum Number of Projects: A maximum of 3 applications may be submitted by each Local Authority.

Indicative Project Completion Date: All projects must be finished and drawdown of funding completed by 31st of July 2023. The completion date may be revised in the Funding Agreement based on the date of project approval

Measure 3: Strategic Large Scale Repair/Upgrade and New Strategic Trail/Amenity Development

Grant amounts: Up to €500,000.

Eligible Activity: Strategic large scale projects that are in line with the objectives and focus of the Scheme. This could include projects such as the development of new larger-scale recreational infrastructure, or resources to complete larger scale/longer term developments, as well as significant repair and maintenance on already established trails, walkways, cycleways, greenways, blueways or recreational amenities at bogs, rivers, lakes and beaches. Projects should, where possible, indicate how they are inclusive of people with disabilities and older adults.

Projects should indicate, where applicable, linkages with regional or national strategic initiatives, policies or plans e.g. Beara Breifne Way or Shannon Masterplan.

Eligible Applicants: Local Authorities and State Bodies

Maximum Number of Projects: Local Authorities and State Bodies will be confined to 1 application each under this Measure.

Indicative Project Completion Date: All projects must be finished and drawdown of funding completed before 31st July 2023. The completion date may be revised in the Funding Agreement based on the date of project approval.

| |
|--|
| Project Development Measure: Development Costs for Strategic Large Scale Projects |
|--|

Grant amounts: Up to €50,000.

Eligible Activity: This new Measure for 2021, provided on a trial basis, will provide funding for the detailed development of projects which would enable them to reach a standard for application under Measure 2 or 3 of ORIS. Such work might encompass detailed design, preparation for the planning and/or procurement, appropriate assessment etc.

Funding approved under this project development Measure is solely for the completion of the development and design stage of a project to enable it to reach readiness for a future application under Measure 2 or 3 of ORIS.

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). **The purchase of land is not eligible under this Measure.**

The approval of an application under this Project Development Measure does not guarantee approval of funding for the subsequent delivery of the project. All project applications are subject to a competitive application process under future calls, regardless of any previous funding provided.

Eligible Applicants: Local Authorities

Maximum Number of Projects: Local Authorities will be confined to 1 application each under this Measure.

Indicative Project Completion Date: All projects must be finished and drawdown of funding completed before 30th November 2022. The completion date may be revised in the Funding Agreement based on the date of project approval.

5. Grant Level

Up to 90% of the total cost of a project under the Scheme will be provided for any individual project. The remaining 10% match funding must be contributed by the successful applicant and/or the community group and/or philanthropic contributions.

As with the 2020 Scheme, the rate of aid available from the Department has increased to 90%. This is in recognition of the challenging environment for local fundraising and other finance-raising in light of the COVID crisis. This rate of funding is not indicative of requirements under future iterations of the scheme.

Grantee Costs

The default position is that works undertaken will be subject to a separate competitive tender process or involve drawdown of a contract under an existing framework agreement. The procurement process should be in line with EU Public Procurements Requirements (EU Directive 2014/24) and national procurement guidelines published by the Office of Government Procurement.

Where work is proposed to be undertaken in-house by the Local Authority, a breakdown of these costs must be included in the application form and a rationale provided for same. Where Local Authority staff costs are included, they must be proportionate to the overall cost of the project and identified at application stage. Only salary costs in respect of time spent directly on the project shall be deemed eligible. The proposed level of Local Authority costs will be assessed at application stage.

In addition, the reasonableness of the cost must be verified by the Local Authority i.e. the Local Authority must have evidence on file that the cost charged is in line with, or less than, the cost of engaging an external contractor. This will be reviewed at project inspection stage. Failure to have this on file could deem the amount charged ineligible.

Cash Contribution

A minimum cash contribution of 5% of the overall project costs is required. The grantee will be required to provide confirmation that the cash contribution is in place and retain a record of the source of the cash contribution.

Contribution in Kind

Contributions in Kind, up to a maximum of 5% of project cost, can be provided in various forms including the provision of plant and equipment and/or voluntary labour etc. Grantee costs are excluded from this contribution.

6. Ineligible Project Types

The following types of projects and activities, in particular, will not be supported by the scheme:

- Purchase of land.
- Works within Town Parks in towns and villages.
- Refurbishment and construction of buildings² (except in very exceptional and limited circumstances for projects where this would substantially improve access to, and the utilisation of, recreational resources by the wider public).
- Sports grounds, traditional playgrounds and Multi-Use Gaming Areas (MUGAs).
- Walking or running tracks located in a confined space, e.g. around sports pitches or playgrounds, or within other sports grounds.
- Marked street trails, walkways and cycleways within towns and villages.
- Maintenance works on elements of trails which form a normal part of the work undertaken as part of the Walks Scheme.
- Activities which do not comply with the definition of countryside/outdoor recreation as set out above and as defined in the National Countryside Recreation Strategy³.
- Capacity building or training.
- Ongoing operational costs.

² The relevant Local Authority should discuss any potential projects in this category with the Department of Rural & Community Development before submitting an application.

³ www.gov.ie/en/policy-information/127c4b-national-countryside-recreation-strategy/

7. Application Format

Applicants must submit the following documents:

- Applicants must submit an “Application Overview” (MS Excel) document indicating that the applicant undertakes to ensure that all required permissions, appropriate assessment screening, match-funding, etc. are in place or in train, and are in line with requirements outlined in this document.
- A “Project Application Form” (MS Word) which provides details in respect of each individual project.

For Measure 1 and 2, each Local Authority and Local Development Company should provide an indicative prioritisation of projects and provide a short rationale for that prioritisation.

Applicants are required to supplement the applications with maps and/or photographs showing the location of the projects and linkages with other infrastructure in the area. The Department will also be examining applications to see if the project supports an inclusive approach for people with disabilities and/or enhances the opportunities for people with disabilities.

Applicants are advised to take note of the relevant Assessment Criteria (given in the appendices to this document) when completing applications.

The Department and Galway County Council may exclude applications that do not include all relevant documentation or assurances at the time of submission. The Department and Galway County Council may not be in a position to follow up regarding missing documentation or incomplete application forms.

It should be noted that projects applications that were previously unsuccessful under ORIS may be eligible under the 2021 scheme. New additional phases of projects previously granted funding under ORIS will also be eligible provided that there has been satisfactory progress with the phases previously funded. However, where the infrastructure (e.g. a trail or cycleway) is of a significant scale that would require funding under ORIS for more than 3 phases, consideration should be given to applying under alternative funding streams that are designed for projects of significant scale e.g. RRDF.

Applications must be signed by the Community Group relevant Director of Service. Local Development Company applications must be signed by the CEO. State Body applications must be signed at Director level or equivalent.

8. Assessment Criteria

Selection of projects under the Outdoor Recreation Infrastructure Scheme for 2021 will be by means of a competitive process based on the criteria outlined below. Final project selection will be made by the Department of Rural and Community Development, in consultation with Fáilte Ireland as appropriate, on the basis of proposals submitted by the eligible applicants.

Fáilte

Ireland will also review all applications to assess their tourism benefit. Sport Ireland (Outdoors Unit) will play an advisory role in the assessment of proposals, in particular those related to infrastructure previously inspected by the unit and potentially listed on the National Trails Register.

In approving applications and selecting the successful projects, a number of factors will be considered by the Department and Galway County Council, including the information supplied in the Application Overview and Application Form; the range, mix, quality and impact of proposed projects; previous funding provided; any prioritisation of projects indicated by the applicants; inclusion of different population groups including people with disabilities and older adults; and other relevant considerations.

It should be noted that the number of projects approved for a particular body may be reduced in the event that there are excessive delays in the projects approved for that body under previous iterations of this Scheme.

The provision of funding will be dependent on works having **not** commenced prior to Department approval of the project.

Guidance on the criteria that the Department may refer to during the ORIS assessment process are provided below. The level of response deemed necessary to address these criteria will increase in line with the amount of funding sought.

Measure 1 Assessment Considerations:

| Assessment Considerations |
|---|
| <input type="checkbox"/> Does the project clearly support outdoor recreation? |
| <input type="checkbox"/> Is the project collaborative in nature? |
| <input type="checkbox"/> Does the proposed project address an identified need? |
| <input type="checkbox"/> Are the timelines clearly set out in the application and realistically achievable? |
| <input type="checkbox"/> Are there clear and reasonable costings for the project? |
| <input type="checkbox"/> Are all the necessary permissions and screening in place? |
| <input type="checkbox"/> Does the project support an inclusive approach for people with disabilities or does it enhance the opportunities for people with disabilities? |

Measure 2 & 3 Assessment Considerations:

| | |
|--|--|
| Value of the project for the local area | <ul style="list-style-type: none"><input type="checkbox"/> Does the project clearly support outdoor recreation and in line with the scheme outline?<input type="checkbox"/> Does the project outcomes have clear positive health impacts or benefits for local communities?<input type="checkbox"/> Does the project outcomes have clear economic and/or tourism impacts?<input type="checkbox"/> Does the proposal add value to current infrastructure or address an existing deficit? |
|--|--|

| | |
|---|--|
| | <input type="checkbox"/> Do the outcomes of the project demonstrate a sustainable and positive impact on the local area? |
| Strategic and collaborative nature of the project | <input type="checkbox"/> Is this part of a clear plan? <input type="checkbox"/> Has the community been involved in the project development? <input type="checkbox"/> Is the application collaborative in nature? <input type="checkbox"/> Is there evidence that the project complements or leverages other State-backed programmes or objectives? <input type="checkbox"/> Is there evidence that funding this project will have an impact at regional or national level? <input type="checkbox"/> Is the proposed project in line with national strategies? |
| Demonstration of need and potential impact of project | <input type="checkbox"/> Does the application set out a clear need for a project of this type? Does the proposed project address the needs identified in the application? <input type="checkbox"/> Does the application demonstrate, or consider, any additional value added that might arise from completion of this project? |
| Realistic nature, Value For Money of the proposal Quality of the application | <input type="checkbox"/> Is there evidence of the required permissions, screenings and approvals in place or likely to be granted? <input type="checkbox"/> Are the timelines for the project clearly set out in the application? <input type="checkbox"/> Are the costings for each element of the project clear and reasonable? <input type="checkbox"/> Is the project clearly set out in the application form? <input type="checkbox"/> Is the rationale for the project clearly laid out and extent to which it justifies the action? |
| Inclusivity | <input type="checkbox"/> Does the project support an inclusive approach for people with disabilities or does it enhance the opportunities for people with disabilities? |

9. Funding Conditions for Rural Schemes funded under the Department of Rural and Community Development.

All expenditure registered through the Department's Rural Schemes i.e. Town and Village Renewal Scheme, CLÁR, Outdoor Recreation and Infrastructure Scheme (ORIS) will be subject to the terms of the Public Spending Code which can be found at <http://publicspendingcode.per.gov.ie/>.

In addition to this, the requirements outlined below will apply to all funding approved through those schemes. The need for adherence to all of the requirements will be reflected in the contractual agreement between the Department of Rural and Community Development and the grantee approved for funding under the scheme.

1. Projects will be expected to commence and be completed in line with the timelines set out in the relevant Scheme Outline.
2. The Department may de-commit funding allocated to projects under the Scheme where the project is not completed within the time specified, and where the express agreement of the Department to extend the funding arrangement has not been agreed in advance.
3. The grant funding for the approved project will be provided from the Department of Rural and Community Development's capital budget. **Administration and/or professional costs associated with the proposed project, where allowed for in the Scheme Outline, should be kept to a minimum.**
4. Where allowed in the relevant Scheme Outline, in-kind contributions, up to the maximum set out in relevant Scheme Outline, can be provided in the form of voluntary labour (i.e. unpaid work) which must be based on the verified time spent on the project.
 - a. **The rate applied should be for remuneration of equivalent work, up to a maximum rate of €14 per hour. The grantee must ensure that the rate per hour applied is properly justified according to the work undertaken.**
 - b. Where Voluntary Labour forms part of a project, the grantee is advised that the requirements of all relevant Health and Safety legislation apply.
 - c. Project administration e.g. attendance at meetings, preparation of grant application form, funding drawdown claims and management costs are **not** eligible as voluntary labour.
 - d. Labour provided by a participant on an RSS/TUS/other exchequer funded scheme are not eligible for use as an in-kind contribution.
 - e. Voluntary labour must be completed prior to submitting the final drawdown claim to the Department. It may be included in phased payments, provided the work in question has been completed at the time the claim is submitted.
 - f. Details of all voluntary labour claimed must be maintained on a timesheet (1 timesheet per person) which will be provided by the Department. The time sheet will capture the following details;
 - o The name of the person undertaking the work
 - o The nature, time, dates of the works, quantity, hours worked and rate per hour,
 - o The signature of the person who provided the in-kind work,
 - o The timesheet must be signed off by the appointed project co-ordinator over the project.
5. A cash contribution as set out in the relevant Scheme Outline is required. **The grantee will be required to provide confirmation that the cash contribution is in place and retain a record of the source of the cash contribution.**

6. Projects must be completed in full in order to drawdown the full grant amount. Where it is established that a project has not been completed, the Department may request the grantee to repay any funding received on the project. **Any changes to the proposed project must be advised and agreed with the Department in advance of the change being implemented.**
7. Where an element of the approved project is not carried out as per the project application, grant funding may be reduced to reflect the amended project.
8. If the project involves large capital investment works on buildings or lands (not including trails) that are not in the ownership of the grantee, a minimum 5 year lease must be in place from date of project completion.
9. In the case of funding allocated to enterprises or facilities (i.e. community centre, hubs, vehicles under CLÁR etc.), it is a requirement that they must operate as funded for a minimum of 5 years following release of the final stage of funding, otherwise funding may have to be repaid. Where they do not operate as funded this must be advised and agreed with the Department in advance.
10. **All appropriate financial, Public Procurement and accounting rules and regulations must be complied with and each grantee will fully account for the funding received in a timely manner.**
11. **Full and accurate documentation to support all expenditure should be maintained and accessible by Department officials for audit purposes at all times and for a period of six years from the date of completion of the project.**
12. Grantees will acknowledge the support of Project 2040 / Department of Rural and Community Development / Government of Ireland, Fáilte Ireland (in relation to projects funded under ORIS) and any other applicable sources of funding (as identified in the relevant Funding Agreement) in all public announcements, advertising and signage, as appropriate, relating to the project. In addition, the Department may seek to use the project in the broader promotion of its policies.
13. Grantees will provide any reports and information relating to the project as may reasonably be requested by the Department of Rural and Community Development from time to time.
14. On-going monitoring and evaluation of the project outputs and outcomes should take place in the context of assessing the impact of the project. Grantees will be expected to collect appropriate data to facilitate this learning on an on-going basis. On request, a brief report (1-2 pages) on the outputs and outcomes of the project funded should be completed and made available to the Department.
15. Each grantee, will provide a contact point/points to the Department to facilitate payment and information requests. The Department should be updated on any changes to contact personnel in a timely manner.
16. A checklist confirming compliance with funding conditions relating to the grant aid will be required upon project completion.

Non-Compliance with the conditions as outlined or any additional stipulations agreed during contract negotiations may result in the requirement to refund part or all of the grant aid awarded.

Further conditions will form part of the Funding Agreement to be agreed in respect of each successful projects.

ORIS Specific Conditions:

- Particular care should be taken with proposed works in designated areas, such as Special Areas of Conservation (SAC), Special Protection Areas (SPA), etc. Any necessary screening for [appropriate assessments and/or other ecological assessments /approvals/planning permissions etc. that may need to be obtained must be in place prior to any works commencing.](#)
- Applicants should ensure that all necessary consents are forthcoming from all relevant landowners (Private and Public) for the proposed works, and that works, where applicable, comply with relevant standards set by Sport Ireland Trails, Transport Infrastructure Ireland (TII) or other relevant bodies.
- **In the context of repair work on trails, the applicants must provide extracts from Sport Ireland Trails Inspection reports which confirm the need for such repairs.** In the absence of a recent Sport Ireland Trails report, photographic evidence of the area requiring repairs may suffice.
- The project application process and the completed projects must acknowledge in their publicity material, including press releases, the support provided by the Government of Ireland under Project Ireland 2040, the Department of Rural and Community Development and Fáilte Ireland.

Outdoor Recreation Infrastructure Scheme

