

Roads Community Involvement Schemes Expression of interest guidance notes

The following notes are provided to assist people compiling the expressions of interest application form

General items:

1. This scheme only applies to local public roads OR regional public roads where the local community contribution is monetary only.
2. The Council may provide materials, plant, equipment and the services of its staff to a person or group carrying out such works.
3. Where a community group or group of people carries out construction or maintenance work on the road the Council will provide indemnification and insurance in respect of the works and the carrying out of the works provided, they are carried out in accordance with the conditions set out by the Council in any agreement.
4. The Council will have regard to the ability of the community group to undertake any works in the final determination of any works to be carried out by a community group of groups of people.
5. The Council will not be responsible for any costs incurred by a community group in the execution of works other than those agreed prior to commencement of works unless otherwise agreed.
6. The Council shall be solely responsible for the determination of the eligibility and priority of any works selected under scheme.

The following table is intended to give assistance to representative of community groups submitting expressions of interest

Item in application form:	Remarks:
1.Name of Road	Please use the local name of the road. Please also attach a map to your application showing the road in question and the extent of the work highlighted
2.Road Number	This is not essential at this stage however it assists staff in assessing the application and can be obtained from your local roads office.
3. & 4. Townland or address and Municipal District (MD)	Enter details. Municipal Districts are Inishowen, Letterkenny, Stranorlar, Glenties and Donegal.
5.Estimated length of works	Please indicate approximately the length you think the works need to be. Please also attach a map to your application showing the road in question and the extent of the work highlighted.
6.Number of occupied dwellings served by road	Please indicate the number of occupied (i.e. with people living in them on a continuous basis) houses that are served by the road. This could include houses on adjacent roads that normally use the road for access as well as those living along the section it is proposed to repair.
7. Does the road serve any other purpose (e.g. turbary rights, farming access, community facilities etc)?	If the road is used to harvest turf, access land for farming, sports facilities etc. this should be indicated here.

Item in application form:	Remarks:
8.Description of the works to be carried out: Please tick each box that you believe applies to the works to be carried out	The Department has specified types of work that people, community groups and the Council may apply for. The works are envisaged to be all or part of an overall scheme to improve the condition of the local public road and can include the following: • providing hard stands at field entrances. • removal of grass verges or banks; • site preparation works including the removal of grass from the centre of the road (where required); • opening, deepening and generally maintaining drains alongside roadway and adjoining land including the laying of drainage pipes, where appropriate. • providing gully traps at suitable locations and piping to drains, where appropriate. • opening inlets; • opening backshores; • unblocking of shores/surface water drains; • repair of potholes; • surface dressing works. • road strengthening works; • repair of footpaths; • construction of new footpaths. The extent to which people or community groups wish to participate in these will be dependent on the group in question, how much they wish to contribute either by way of cash or works in lieu. For example, one group may simply provide cash while another may provide plant (e.g. excavators or tractors/ trailers for removal of earth etc.) and their ability to do the work. At the expression of interest stage, assessment of applications will be carried out by the Council to determine the priority of applications based on cost and benefit. Should the Council be successful in a funding application to the Department, the Council will further assess the expressions of interest based on scope of works and the ability of the group to carry out the community element of the works in a satisfactory manner. The applicant can add any further information here.
9.Please add any other works that you think should be considered under the scheme. Please note that these may or may not be eligible under the scheme and it may not be possible to fund these works.	
10. Community Group or organization name.... If the applicant is an individual... If the applicant.... is a group of people.... Name of persons 1...10	If the group has a formal name or incorporated in any way, please provide the name here. This might include the individual businesses, clubs or community groups or committees. If the application is from an individual, they should provide the information here If the group is simply a number of individuals, then they should provide their names in the boxes 1- 10.
11.Name of representative Email address etc:	This is the contact person that the Council will address all correspondence to. It will also be the person responsible for liaising with the Council in any successful application for example collecting any monies, agreeing work to be done, organising work by the community etc.

Item in application form:	Remarks:
12. By checking this box the representative agrees that they have sought permission of the community group and / or persons named above and that they have appointed and delegated full power to the representative named above to act for them in all correspondence and other business arising out of this application and they each agree to be bound by such correspondence and by all acts of the representative.	The purpose of this box is to ensure that the representative knows that they will be the liaison person for the County Council and that they have got permission from the remainder of the group to act in this role.
13. Please detail below the type of contribution the Community group, organisation, person, or group of people wishes to make.	Applicants should indicate the contribution they may wish to make by ticking the relevant box
14. If you wish to carry out works in lieu of a monetary contribution please describe the works you would like to carry out below	The applicant should describe by ticking the box the form of works in lieu contribution they wish to make.

Completed application forms should be sent to dccroadscentral@donegalcoco.ie or posted to:

Community Involvement Scheme
Roads Central Office
Roads & Transportation
Donegal County Council
County House
Lifford
Co. Donegal
F93 Y622