



Kildare LEADER Rural Development Programme 2023-2027 Expression of Interest (EOI)

Application Process:

1. **Complete** this “Expression of Interest” form to determine if your proposal meets the objectives of the Kildare Local Development Strategy/ Kildare LEADER Programme 2023-2027 Framework.
2. Projects that are **eligible in principle** will be invited to submit a **full Application** with detailed costings and a business/community development plan.

Completion Guidance Notes:

- Please complete this form in full as all fields are mandatory.
- Forms must be signed and dated.
- Email completed form to liz@countykildarelp.ie or post to; County Kildare LEADER Partnership CLG., Kildare Community Development Centre, Meadow Road, Kildare Town, Co. Kildare R51RF88. If required, a hardcopy of this form is available from CKLP.
- If you need assistance in completing this form, please contact a LEADER Team Member on (045) 895450.
- A LEADER Team Member will contact you when your Expression of Interest Form has been reviewed.
- If you have not received an acknowledgement of your EOI within 2 weeks, please contact us.



Rialtas na hÉireann
Government of Ireland
Funded by the Department of
Rural and Community
Development



Kildare County Council
Comhairle Contae Chill Dara



Data Protection

Kildare Local Community Development Committee (LCDC) is responsible for the Rural Development Programme LEADER 2023_2027 (The Programme). The Programme is delivered in partnership with County Kildare LEADER Partnership CLG., (Implementing Partner) and Kildare County Council (Financial Partner). As Implementing Partner, County Kildare LEADER Partnership is required to collect information on project promoters to comply with lawful obligations and legitimate interests in operating the Programme. Collection and processing of data will be in accordance with our Privacy Statement which is attached to this form.

GENERAL INFORMATION

All Fields are mandatory and must be completed

LAG: Kildare Local Community Development Committee/ Implementing Partner: County Kildare LEADER Partnership CLG

1	Applicant Name:																	
2	Contact Name:																	
3	Phone:																	
4	E-mail:																	
5	Applicant's Address:																	
6	Classification of Applicant:	<p>Classification of Applicant: <i>Cross appropriate box and include copies of supporting governing documents with this application.</i></p> <table style="width: 100%; border: none;"> <tr> <td><input type="checkbox"/> Sole Trader</td> <td><input type="checkbox"/> Community Council</td> </tr> <tr> <td><input type="checkbox"/> Farmer (If Yes Herd No. is required below)</td> <td><input type="checkbox"/> Trust</td> </tr> <tr> <td><input type="checkbox"/> Formalised Community/Voluntary Group</td> <td><input type="checkbox"/> Partnership</td> </tr> <tr> <td><input type="checkbox"/> Companies Limited by Guarantee</td> <td><input type="checkbox"/> Limited Company</td> </tr> <tr> <td><input type="checkbox"/> Designated Activity Company Limited by shares</td> <td><input type="checkbox"/> Private Individual</td> </tr> <tr> <td><input type="checkbox"/> Registered Charity</td> <td></td> </tr> <tr> <td><input type="checkbox"/> Cooperative society registered under the Industrial & Provident Societies Act</td> <td></td> </tr> <tr> <td><input type="checkbox"/> Other _____</td> <td></td> </tr> </table>	<input type="checkbox"/> Sole Trader	<input type="checkbox"/> Community Council	<input type="checkbox"/> Farmer (If Yes Herd No. is required below)	<input type="checkbox"/> Trust	<input type="checkbox"/> Formalised Community/Voluntary Group	<input type="checkbox"/> Partnership	<input type="checkbox"/> Companies Limited by Guarantee	<input type="checkbox"/> Limited Company	<input type="checkbox"/> Designated Activity Company Limited by shares	<input type="checkbox"/> Private Individual	<input type="checkbox"/> Registered Charity		<input type="checkbox"/> Cooperative society registered under the Industrial & Provident Societies Act		<input type="checkbox"/> Other _____	
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7	Herd Number (if applicable):	<table border="1" style="display: inline-table; border-collapse: collapse;"> <tr> <td style="width: 20px; height: 20px;"></td> <td style="width: 20px; height: 20px;"></td> <td style="width: 20px; height: 20px;"></td> <td style="width: 20px; height: 20px;"></td> <td style="width: 20px; height: 20px;"></td> <td style="width: 20px; height: 20px;"></td> <td style="width: 20px; height: 20px;"></td> <td style="width: 20px; height: 20px;"></td> </tr> </table>																
8	Has Applicant received LEADER funds previously?	<p>YES <input type="checkbox"/> NO <input type="checkbox"/></p> <p>If yes, date when and how much funding was received.</p>																

PROJECT INFORMATION		
9	Name of Project:	
10	Location of Project:	
11	Total Estimated Project Costs:	€
12	Amount of LEADER Funding Required for project, (The minimum LEADER Grant is €5,000)	€
13	Match Funding sources:	
14	Please give a brief description of the proposed project:	
15	Estimated project start/completion:	Start Date: Completion Date:

16	<p>Has work commenced on the project/elements of the project that aid is being applied for?</p>	<p>Yes <input type="checkbox"/> No <input type="checkbox"/></p> <p>If yes, please provide details.</p>
17	<p>Does the promoter have evidence of ownership/lease/legal agreement to carry out works on the property/land associated with this project?</p>	<p>Yes <input type="checkbox"/></p> <p>No <input type="checkbox"/></p> <p>Obtaining <input type="checkbox"/></p> <p>N/A <input type="checkbox"/></p>
18	<p>Is planning permission required for the project concerned?</p>	<p>Yes <input type="checkbox"/> No <input type="checkbox"/></p> <p>If planning permission is required what stage is the application at?</p> <p>Granted <input type="checkbox"/> Pending <input type="checkbox"/></p> <p>Not yet applied for <input type="checkbox"/></p>
19	<p>Are there heritage aspects to the project? e.g. protected structure, SAC etc.</p>	<p>Yes <input type="checkbox"/> No <input type="checkbox"/></p> <p>If yes, please provide details.</p>
20	<p>Have you received funding from any other public body/agency over the last three years?</p>	<p>Yes <input type="checkbox"/> No <input type="checkbox"/></p> <p>If yes, please provide details.</p>
21	<p>Have you applied to any other agency for funding this project?</p>	<p>Yes <input type="checkbox"/> No <input type="checkbox"/></p> <p>If yes, please state total amount and agencies involved.</p>

Signed for and on behalf of the Applicant / Group:

I/ We confirm that the details supplied are true and correct to the best of my/our knowledge.

I/We have read the CKLP privacy statement and consent to the collection and processing of my data as outlined therein.

Signature: _____

Name in Block Capitals: _____

Date: ____/____/____

For Office Use Only:

PRIVACY STATEMENT

EOI Ref ID: _____ (Generated from RDP IT System)

Call Type: (Rolling / Time Limited) _____

Main Programme Theme: _____

CKLP Officer Signature: _____

Printed name of CKLP Officer: _____

Date form Received from Applicant in CKLP: ____/____/____

CKLP Date Stamp:

PRIVACY STATEMENT

Data Protection Acts 1988 to 2018

Who are we?

County Kildare LEADER Partnership CLG., (CKLP) is the Implementing Partner for the delivery of the Rural Development (RDP)-LEADER Programme 2023-2027 within County Kildare. We will gather and process your personal information in accordance with this privacy notice and in compliance with the relevant Data Protection Regulation and law.

Why do we have a Privacy Statement?

This privacy statement has been created to demonstrate the County Kildare LEADER Partnership CLG., commitment that personal data you may be required to supply to us is:

- Obtained lawfully, fairly and in a transparent manner
- Obtained for only specified, identified and legitimate purposes
- Processed for purposes which we have identified or purposes compatible with the purposes that we have identified.
- Adequate, relevant and limited to what is necessary for purpose for which it was obtained
- Personal data collected and processed must be accurate and (where necessary) kept up to-date.
- Kept only for as long as is necessary for the purposes for which it was obtained.
- Processed in a manner that ensures the appropriate security of the personal data including protection against unauthorised or unlawful processing.

More detail is available in our Data Protection Policy Statement, you can request a hard copy at leader@countykildarelp.ie or 045-895450

The County Kildare LEADER Partnership CLG., registered office is: **Kildare Community Development Centre, Meadow Road, Kildare Town, Co. Kildare R51RF88.**

What is the activity referred to in this Privacy Statement?

The delivery of the RDP-LEADER Programme 2023-2027 and the Kildare Transitional LEADER programme within County Kildare

What is the basis for making the processing of this personal data lawful?

Legitimate interest as Programme Implementer as information may need to be shared with other funding organisations, e.g. The Kildare Local Enterprise Office. You may also be asked to provide information on public funds you have received.

Processing is in accordance with Article 6(1) (c) and 6(1) (b) of the General Data Protection Regulation, 2016/679 processing being necessary for compliance with a legal obligation to which the data controller is subject and processing is necessary for the performance of a contract to which the data subject is party. Specifically, the lawful basis for this process is:

The RDP-LEADER Programme 2023-2027 Operating Rules. All initiatives/projects funded under the LEADER Programme 2023-2027 must be in compliance with these rules and regulations, including the two EU framework regulations:

- (a) The Common Provisions Regulation (EU Regulation 1303-2013)
- (b) EAFRD EU Regulation 1305/2013.

What types of personal data do we need to undertake this activity?

Contact information, for example:

- Name
- Home Address
- Personal Email

- Business Email
- Home Telephone Number
- Work Telephone Number
- Mobile Telephone Number

For certain categories of applications for funding under the RDP-LEADER Programme supporting documents are required, examples include:

- Bank Statements
- Accounts
- Business Plan
- Tax Information (PPSN Number, Tax Clearance Access Number, VAT number)

What will happen if the personal data is not provided?

You are not obligated to provide your personal information to CKLP. ***However, as this information is required for us to deliver the RDP-LEADER Programme 2023-2027, we will not be able to deliver/provide the assistance of the programme to you without it.***

Am I the only source of this personal data?

In some instances to assist with the delivery of the activity or to comply with regulatory or legislative requirements personal data is sourced from a third party.

Double funding checks are carried out with other potential sources of public funds in Ireland, examples include: The Kildare Local Enterprise Office, Kildare County Council, Failte Ireland, The Sports Capital Programme.

Is personal data submitted as part of this activity shared with other organisations?

County Kildare LEADER Partnership CLG., may, to fulfil statutory or regulatory obligations or in the public interest, from time to time, have to share personal data with other organisations or entities. Where this is required County Kildare LEADER Partnership CLG., shall have regard to your rights, to the security and integrity of the data and will minimise the data shared

Data is shared with:

- Kildare Local Community Development Committee
- Kildare County Council
- Kildare Local Enterprise Office
- Kildare LEADER Independent Evaluation Committee
- The Department of Agriculture, Food & the Marine (including publication of grant received on DAFM website).
- The Department of Rural and Community Development
- Pobal
- E.U. Commission and E.U. Court of Auditors.
- Comptroller and Auditor General and any other Government Department or Agency.

Data is also shared with other potential sources of public funds in Ireland. Data is transferred to two other countries, Luxembourg and Belgium (E.U. Commission and E.U. Court of Auditors)

How long is my data kept for?

Data gathered by us under the RDP-LEADER Programme 2023-2027 is kept until 31st December 2028.

Do you need to update your records?

County Kildare LEADER Partnership CLG., must take reasonable steps to ensure that personal data we have about our customers is correct and up to date. In addition, if the data held by us is found to be inaccurate you have the right to rectify/correct this.

If you find that personal data, we have about you is inaccurate or needs to be updated (for instance, you may have changed your name, address, contact details etc.) then please contact us so that we can correct it. You can do this by:

Writing to us at: The RDP-LEADER Programme, County Kildare LEADER Partnership CLG., Kildare Community Development Centre, Meadow Road, Kildare Town, Co. Kildare R51RF88.
Emailing us at: leader@countykildarelp.ie

When making a request to update your records please provide evidence to support this - for example, a copy of a document containing your new address – utility (Gas, Electricity, Phone) bill etc. and proof of your identity.

Your rights:

You have the right to obtain confirmation as to whether data concerning you exists, to request access to personal data held about you, to be informed of the content and source of data and check its accuracy. If the data held by us is found to be inaccurate you have the right to rectify/correct this – see above on how to update your records.

You also, subject to certain conditions being met, have the right to object to or seek restriction of the processing of personal data and to request the erasure of personal data held by County Kildare LEADER Partnership CLG. Please note that to help protect your privacy, we take steps to verify your identity before granting access to personal data.

To exercise these rights please contact us at:

Telephone: 045-895450; **Email:** leader@countykildarelp.ie

Writing to us at: The RDP-LEADER Programme, County Kildare LEADER Partnership CLG., Kildare Community Development Centre, Meadow Road, Kildare Town, Co. Kildare R51RF88.

Right of Complaint to the Data Protection Commissioner

If you are not satisfied with the outcome of the response received by County Kildare LEADER Partnership CLG., you are entitled to make a complaint to the Data Protection Commissioner who may investigate the matter for you.

The Data Protection Commissioner’s website is www.dataprotection.ie or you can contact their Office at:

Lo Call Number	1890 252 231
E-mail	info@dataprotection.ie
Postal Address	Data Protection Commissioner Canal House Station Road Portarlinton, Co. Laois. R32 AP23.

Date of Privacy Statement: 2nd August 2018.

Changes to this statement will be updated and appear on www.countykildarelp.ie