



Leitrim County Council

Application Form for Community Involvement Scheme (CIS)

1. Name of Spokesperson (Block Capitals) _____

2. Address of Spokesperson: _____

- Eircode: _____

3. Townland(s) in which road is situated: _____

4. Name of road (if any): _____

5. Road number (if known): _____

6. Approx. length of road in metres: _____

7. Approx. width of road in metres: _____

8. Municipal District (MD) Area in which road is situated – please tick appropriate box:
Carrick on Shannon MD
Ballinamore MD
Manorhamilton MD

9. Is this road a cul-de-sac or a through road: _____

10. Number of occupied dwellings served by the road: _____

11. Number of non-residential land holdings served by the road: _____



12. Other notable traffic usage
(Church/School, Amenity, Business, Forestry etc): _____

13. Any further relevant information/comments: _____

Declaration

We, the undersigned, being members of a local community in Co. Leitrim, hereby apply to Leitrim County Council for participation in the Community Involvement Scheme to improve public roads.

We hereby appoint Mr/Ms _____ of _____

_____ to act for us in all correspondence and other business arising out of this application and we agree to be bound by our Nominee's correspondence and acts.

We agree to pay the monetary contribution as required in accordance with the scheme by the appropriate time frame as defined by Leitrim County Council.

Data Protection

All personal data obtained and processed as part of this Community Involvement Scheme Application will be subject to our obligations under the Data Protection Acts 1988, 2003 and 2018.

Leitrim County Council reserves the right to make all enquiries necessary in order to verify any information provided in this Application Form and in order to determine the Eligibility of this Application for a Community Involvement Scheme Grant.



Signature of Residents/Landowners/Occupiers

Signature: Each applicant should **personally** sign the form

Applicant Name: Each applicant should print name in Block Capitals

Eircode: Provide an Eircode for all persons residing along the roadway

| SIGNATURE | BLOCK CAPITALS | POSTAL & EMAIL ADDRESS | EIRCODE |
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General information on the Community Involvement Scheme (CIS) for Regional and Local Roads.

1. **Leitrim County Council's Community Involvement Scheme (CIS)** will be based on monetary community contributions - Minimum monetary contribution of 10% applies in all cases and subject to a maximum monetary contribution of 20%.
2. **% Monetary Contribution** - Leitrim County Council will estimate the overall cost of the scheme taking account of material, labour, machinery, traffic management costs, etc. Leitrim County Council will determine the % monetary contribution required in each case and this will be calculated as a % of the total cost of the scheme. The required monetary contribution must be paid to Leitrim County Council within the specified time frame and no works will commence until this contribution is paid in full to Leitrim County Council.
3. **Funding** - The Number of Community Involvement Schemes completed in County Leitrim is dependent on the funding received from the Department of Transport.
4. **Applications** - Leitrim County Council will review all applications received for this scheme and will solely determine the priority to be accorded to applications. To determine which schemes will and which schemes will not be allocated funding under this scheme, the decision of Leitrim County Council on this matter is final.
5. **Spokesperson for Scheme** - All correspondence regarding the Community Involvement Scheme will be with the nominated spokesperson for the scheme (spokesperson as nominated by the members of the local community/beneficiaries of the scheme) and any queries etc. must be directed via the nominated spokesperson.
6. **Collection of Local Contribution** - Once the amount of the local contribution has been determined, it is the responsibility of the spokesperson for the scheme to collect the required local contribution. The amount to be paid by individual beneficiaries/persons is a matter to be decided between the beneficiaries themselves.

Leitrim County Council will not become involved in the breakdown of local contribution to be paid by individual beneficiaries/persons. This is a matter for the local community and the spokesperson for the scheme to decide. Under no circumstances will Leitrim County Council become involved in trying to collect monies from individual beneficiaries or in what individual beneficiaries should be paying.

7. **Payment of the Local Contribution to Leitrim County Council** - Once the amount of the Local Contribution required has been determined, it is the responsibility of the spokesperson for the scheme to collect the required Local Contribution and lodge the total Local Contribution as a single sum with Leitrim County Council. (i.e., part local contributions should not be paid by individual beneficiaries, but all should be lodged together when the full required Local Contribution has been collected).



I certify that, to the best of my knowledge, the above particulars are correct, and I have read and understood the Terms & Conditions of this Scheme and I wish to apply to Leitrim County Council to have this road repaired under the Community Involvement Scheme.

Name of Spokesperson: _____

(BLOCK CAPITALS PLEASE)

Signature of Spokesperson: _____

Date: _____

Mobile Phone Number: _____

Email Address: _____

Completed application forms are to be returned to the following addresses, based on your area.

Postal Address:

South Leitrim Area Office
Roads Department
Leitrim County Council
Park Lane House
Carrick on Shannon
Co. Leitrim

North Leitrim Area Office
North Leitrim
District Engineer's Office
Leitrim County Council
Manorhamilton
Co. Leitrim

Contact Telephone No:

South Leitrim
071 9620005 Ext. 617

North Leitrim Area Office
071 9855033

Email Address:

roads@leitrimcoco.ie

Leitrim County Council Website:

www.leitrimcoco.ie