

Community Led Local Development

Expression of Interest Form Guidance for Applicants (EOI 3)



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Welcome to your Expression of Interest

The Expression of Interest (EOI) is the first stage in applying for a CLLD Programme grant. Completing the form is quite straightforward but some sections may require a bit more information to help you. If you look at the relevant section below (identified by a letter, then a number on the EOI form), you should find the relevant information there.

Before you start

Before starting the form, please take time to think about:

- Make sure you have contacted your Area Facilitator and talked through your project – we are here to help!
- Check the eligibility of where and what you want to deliver
- Check that your project will help the Local Action Group(s) deliver their vision by looking through the Local Development Strategy
- Have a read through our Guidance notes and have thought about how your project will operate
- Think about how much funding it will take and how you will find the match funding



Filling in the Form

Section A 2 Organisation Details

Do you have any linked businesses - a brief definition of linked businesses is as follows:

If your business is linked to other businesses, this might mean you exceed the business size and funding limits set by the funder. The most common circumstances under which businesses are considered to be linked are:

- one business holds a majority of the shareholders' or members' voting rights in another business
- one business is entitled to appoint or remove a majority of the administrative, management or supervisory body of another
- a contract between the business, or a provision in the memorandum or articles of association of one of the businesses, enables one to exercise a dominant influence over the other
- one business is able, by agreement, to exercise sole control over a majority of shareholders' or members' voting rights in another

Has your organisation received any grant funding (State Aid) support in the last 3 years?

If your organisation has received any Public sector funding over the last 3 years you need to give us the details of it here. We will use this information to make sure you have not exceeded State Aid maximum entitlements and are eligible for any help the CLLD programme is offering you.

Section C 5 Delivery Location

In this section provide the actual address and LSOA in which your project will deliver. Use the instructions below to identify the correct LSOA

(please note that Magic does not always run well in Chrome, try using Internet Explorer instead)



Local Super Output Areas (LSOAs)

To find out whether your project is located in a Core of Functional area visit www.magic.gov.uk and follow the instructions below:

- 1. Click on 'Get Started'*
- 2. Agree the terms of use*
- 3. In the Table of Contents on the left, expand 'Administrative Geographies'*
- 4. Then expand 'Other Administrative Boundaries'*
- 5. Select the box for 'Lower Super Output Areas with Rural Def 2011'*
- 6. Enter your postcode or grid reference in the search box at the top of the page and click on magnifying glass*
- 7. Click the 'i' (for information) from the feature tools at the top of the page*
- 8. Click on highlighted blue area*
- 9. A message confirming the relevant LSOA area will pop up*

A full list of the LSOAs for your area can be found in the Local Development Strategy (LDS) for your area. Please contact your local area Facilitator for this information if you do not have it already.

If you are supporting participants as part of your project you will need to tell us where they will come from. Use the same instructions to tell us which LSOA's you will be recruiting your participants from. It is important to note that 70% of the CLLD programme budget has to be spent supporting projects in the Core areas. Projects that only benefit Functional areas will be seen as a low priority and may not be able to be supported.

Section D 8 Cross Cutting Themes

Tell us here how your project supports the two cross cutting themes, Sustainable Development and Gender Equality and Equal Opportunities, which are embedded into all European funding. All applicants will be required to submit policies and implementation plans for both cross cutting themes at full application stage. A bit of information about the two themes can be found below.

These themes, together, consider the natural environment and the human environment in a holistic manner and must be built into your project from the initial design and development phase, through to project delivery and beyond.

Environmental sustainability must be an integral part of all CLLD funded projects, and applicants need to ensure that their project activities do not have an adverse effect on the environment. Applicants must be able to demonstrate that they have given due consideration to the likely impacts of their project, demonstrating how they will maximise positive environmental impacts and,

where appropriate, showing how they will remove/mitigate any potential negative impacts.

All European Structural and Investment Funds promote equality in accordance with the EU and national requirements. Applicants therefore need to be able to explain how their project contributes to, and meets the requirements of, the ESIF equality and diversity theme. Equality should be integrated into all aspects of project planning, development, implementation, monitoring and evaluation.

Applicants will be expected to have sustainable development and equal opportunities policies which are up-to-date as well as implementation plans. Evidence will be required to prove that they are reviewed regularly. Detailed guidance on the Cross Cutting Themes is available from the CLLD Team office on request. Copies of sample policies are also available to help you if required.



Section E What funding do you need?

Here you need to tell us everything you are applying for funding for. You can group your expenditure together under lines such as salaries, equipment, participant costs etc, and you will be asked for a more detailed breakdown once your EOI has been reviewed.

In the intervention rate column put the percentage of the project costs that you are asking for. The ERDF/ESF and Match Funding columns should automatically pre-populate once you have entered the project costs and intervention rate.

It is important that you tell us where your match funding is coming from. Match funding will need to be secured and evidence provided before a grant funding letter can be issued.

Section F 12 Applicant's Declaration

It is important that you read and understand all of the information in the declarations section. Once you are happy, tick all of the boxes in the declaration and sign the bottom of the form (both electronic and hard copy signatures are acceptable).

If you have read this guidance and still have queries regarding any of the sections of this form, please contact your local facilitator.

Area Facilitator contact details

These guidance notes are designed to help you complete the Full Application form. If you have queries about anything covered in the guidance notes or you are unsure about how to complete any part of the form, please contact your area Facilitator -

Atlantic & Moor LAG Area Facilitator

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