



Comhshool, Pobal agus Rialtas Áitiúil  
Environment, Community and Local Government



## **CLAIMS FOR FUNDING OF PUBLIC PARTICIPATION NETWORKS 2015**

**16 September 2015**

**Circular Letter CVSP2/2015**

**To: Each CEO, Local Authority**

**Cc: Each Director of Community Service**

I refer to Department Circular CVSP1/2015 which issued on 23 June 2015 setting out details of the funding mechanism for Public Participation Networks. The purpose of this Circular CVSP2/2015 is to provide some additional information to local authorities and provide them with the appropriate recoupment claim form due to be made to the Department by 02 October 2015.

Local authorities should complete the attached form in respect (a) actual expenditure up to 02 October 2015 and (b) estimated expenditure from that date up to 31 December 2015.

### **2014 Start-up Funding reports**

On 13 July 2015 the Department issued a request for returns detailing how the PPN Start-up Funding paid to local authorities in 2014 was expended. If you have not already done so please return this information via email to Paul Haughton [Paul.haughton@environ.ie](mailto:Paul.haughton@environ.ie). as a matter of urgency. The level of this year's funding to be recouped will be dependent on details of the Start-up Funding being submitted as requested.

Expenditure in excess of the initial set up allocation of €12,000 may be taken into account in considering the total to be recouped for 2015 only subject to the funding conditions set in circular CVSP1/2015 i.e. a maximum of €50,000 p.a. provided it is supplemented by a minimum of €30,000 p.a. from a local authority.

## Activity Reports January 2016

A short report on the functioning and achievements of the Public Participation Network will, as part of this process, be required from authorities. Notification and guidance in this regard will issue to authorities towards the end of this year.



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Sean McLaughlin

Assistant Principal

Community and Voluntary Supports and Programmes

<b>Public Participation Network (PPN) 2015 Grant Claim Form</b>		
	<b>Expenditure January - September 2015</b>	<b>Estimated Expenditure October - December 2015</b>
<b>Salaries / Wages</b>		
<b>Travel &amp; Subsistence</b>		
<b>Other Costs</b>		

Please give details of resource worker below

Name	
Full-time; Yes / No (if 'No' please state hours worked per week)	
Status e.g. LA staff member (state grade), Secondment, Contract staff etc.	

Completed by \_\_\_\_\_ Grade \_\_\_\_\_ Date \_\_\_\_\_

Certified by \_\_\_\_\_ Grade \_\_\_\_\_ Date \_\_\_\_\_