



STAGE 1 Expression of Interest Form for LEADER Funding 2014 – 2020

Please read the Guide to RDP Funding (attached) prior to completing this form

Name of Organisation:	
Address:	
Telephone:	
Mobile:	Landline:
Email:	
Contact Name:	
Project Title:	
Brief outline of project (including the main aims and objectives of the project and how it will be delivered):	
Length of project:	
Approximate cost of project:	
Total Project Cost	£
Match Funding (min 20%)	£
Amount Requested from LEADER	£

Please Identify Sources of Match Funding: <i>Project applicants must be able to acquire match funding of at least 20% of the total project cost. (This cannot be from another source of European funding, due to duplication issues)</i>	
	£
	£
	£
	£
Which LEADER Theme your project fits under: (can be more than one – see attached)	Which LDS Theme your project fits under: (can be more than one – see attached)
In addition to being located within NPT rural ward boundaries (see map attached), the type of organisation should be one of the following. Please tick that which is relevant to you:	Please tick
Charity	
Business	
Cluster of Businesses (formally constituted)	
Community Council	
Constituted Community Group	
Voluntary/Public Sector Organisation	
Trust	
Social Enterprise	
Other	
Please State:	



A Guide to LEADER / RDP Funding

What is RDP? The Rural Development Plan for Wales (RDP) is a seven year programme of activity running from 2014-2020. It is sponsored by the European Union via the European Agricultural Fund for Rural Development (EAFRD). The RDP will be co-financed by the Welsh Government and must address both the key policy objectives set at EU level via the Europe 2020 strategy and the principal Welsh Government strategies, most notably the Programme for Government.

The LEADER approach: LEADER projects involve a bottom-up principle whereby the funds are administered by Local Action Groups (LAGs) and are used to fund innovative, community based projects. LAGs are made up of local representatives from the private, public and third sectors and they meet regularly to discuss the progress of the projects. LAGs are also responsible for formulating a Local Development Strategy (LDS), which is a document that highlights the specific needs of the local area and sets out the strategic priorities which form the basis of how the LEADER funding will be allocated.

LEADER Themes: Welsh Government has set out a broad framework of thematic options with LAGs being able to choose more than one option to reflect the needs of their area. This will ensure the alignment of LEADER resources to the key priorities without disabling the function of LAGs as a tool for governance, enabling communities to contribute and stimulate innovation from a grass-roots level. Activities under LEADER must be linked to one or more of the five LEADER themes for Wales:

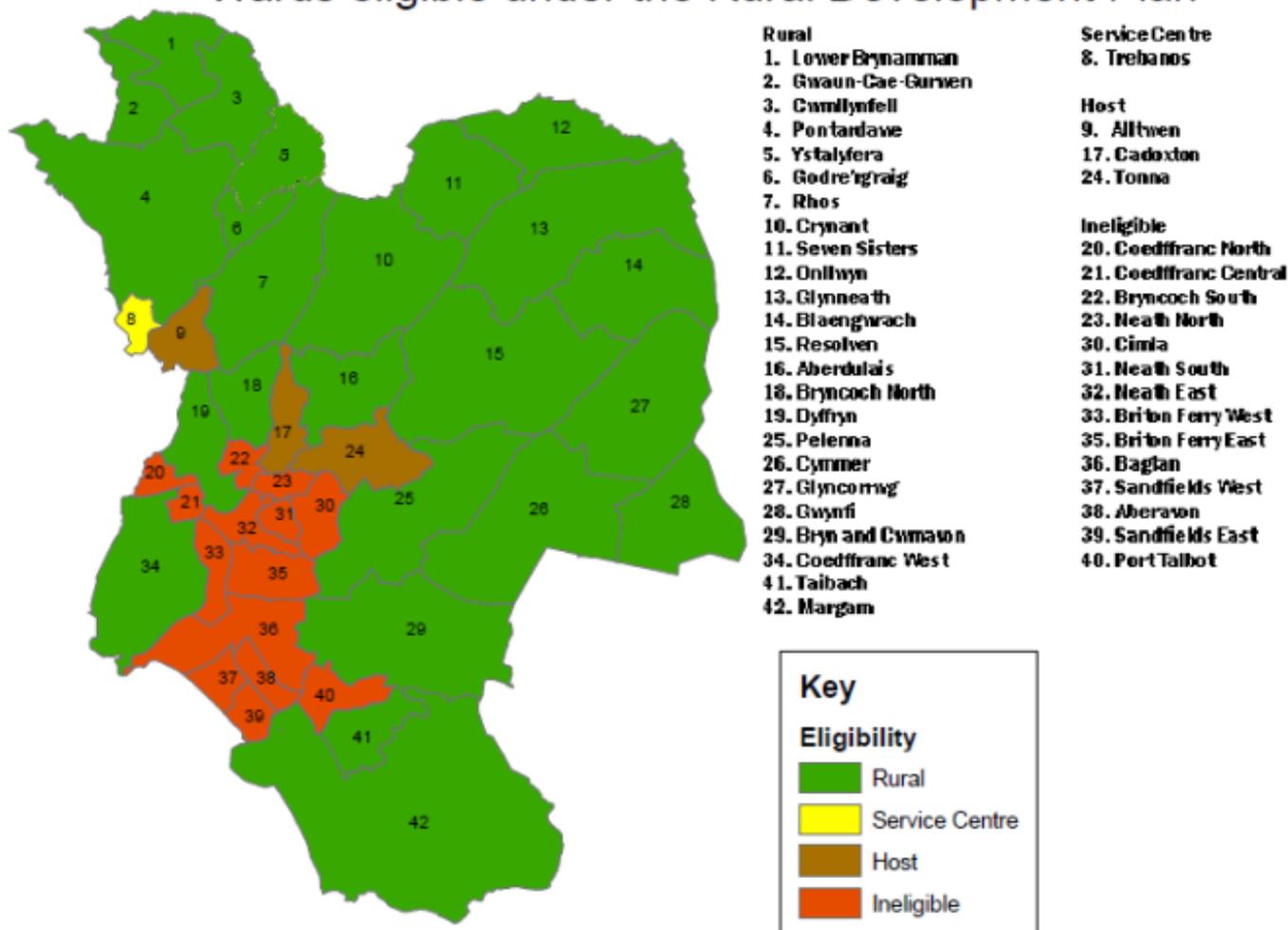
1. **Adding value to local identity and natural and cultural resources:** Projects falling under this theme would include any activity that would encourage local residents to take an active approach to improving their local environment and/or facilitate increased levels of tourism.
2. **Facilitating pre-commercial development, business partnerships and short supply chains:** Under this theme projects will work towards creating an enterprising environment that sustains and encourages the growth of new and existing micro and social enterprises in rural NPT.
3. **Exploring new ways of providing non-statutory local services:** Through increasing pressure on Local Authority budgets, there has never been a greater need to find new ways of providing previously publically delivered services that are a non-statutory requirement. Projects that fall into this category will require new and innovative approaches.
4. **Renewable energy at Community level:** Under this theme, projects will maximise the potential of the green economy in NPT, including piloting and encouraging the installation of renewable energy technologies to contribute to the sustainable development of rural areas.
5. **Exploitation of digital technology:** Through the on-going rollout of superfast broadband there is a fantastic opportunity for NPT's rural communities to exploit this resource to receive the maximum benefit from it. Projects will need to encourage and support residents of all ages to become proficient and confident in using ICT to access online services and help to alleviate the transport and isolation issues associated with rural areas. Similarly, businesses and social enterprises could be advised and assisted in using ICT to provide online services and cost effectively market their business.

LDS (Local Development Strategy) Themes: The LAG in Neath Port Talbot, “Regenerate NPT” has agreed 4 strategic themes that potential projects should be aligned to – all projects must be linked to one or more of the following LDS themes:

1. **Enterprising NPT:** Creating an enterprising environment that sustains and encourages the growth of new and existing micro and social businesses within NPT.
2. **Efficient NPT:** Maximising the potential of the green economy in NPT including development of all aspects of renewable energy at a community level.
3. **Accessible NPT:** Improving access to basic services, considering new, innovative and sustainable ways of supporting communities to overcome barriers.
4. **Vibrant NPT:** Building on the unique physical, social and cultural assets of NPT, enhancing the image of NPT as a good place to live and do business with vibrant, sustainable communities and high quality of life.

Who is eligible? In order to be eligible for LEADER funding applicants need to be operating within rural wards of NPT. These are highlighted in the diagram below:

Wards eligible under the Rural Development Plan



Match Funding Guidance

Match funding may be provided in the form of either cash or in-kind contributions from the public, private or third sectors. In-kind contributions are services, items or products donated to the project by an individual or organisation where no cash transaction took place. All in-kind contributions provided as match funding must relate to the delivery of a project or other LEADER activity.

Discounted sales of equipment and the discounted provision of services or advice are not eligible as in-kind match funding.

Contributions in-kind in the form of provision of works, goods, services, land and real estate for which no cash payment has been made are eligible provided that the eligibility rules of the European Structural and Investment Funds (ESI) and the programme are met and that all the following criteria are fulfilled:

- (a) the public support paid to the operation which includes contributions in-kind does not exceed the total eligible expenditure, excluding contributions in-kind, at the end of the operation;
- (b) the value attributed to contributions in-kind does not exceed the costs generally accepted on the market in question;
- (c) the value and the delivery of the contribution can be independently assessed and verified;
- (d) in the case of provision of land or real estate, a cash payment, for the purposes of a lease agreement of a nominal amount per annum not exceeding a single unit of the currency of the Member State, may be made;
- (e) in the case of contributions in-kind in the form of unpaid work, the value of that work is determined by taking into account the verified time spent and the rate of remuneration for equivalent work.

Equipment and Raw Materials

Equipment and raw materials up to the value of £10k (maximum allowance per item) may be provided to a project as a form of in-kind match funding but the LAG must ensure that evidence is maintained about the value of the amount that has been committed. This may be in the form of a published price list or catalogue showing the equipment or materials, or for more bespoke items, valuation from an independent qualified valuer.

Research or Professional Work

Research or other professional work may be provided to a project as a form of in-kind match funding but the LAG must ensure that evidence is maintained about the value of the services that have been provided. This should include the following information as a minimum;

- A published tariff or rate list for the service provided should be available.
- Evidence should be available to prove that these figures are competitive with competitor prices.
- Timesheets or other records of the time contributed need to be maintained if the cost uses this basis.

Unpaid Voluntary Work

In the case of unpaid voluntary work¹ essential for the delivery of the LEADER project, the value of the work is determined taking into account the amount of time spent and the normal hourly or daily rate for the work carried out. The LEADER contribution to a project will not exceed the total eligible expenditure minus the in-kind contribution. Additionally:

- Amounts claimed for this activity must be claimed at a rate commensurate with the nature of the work undertaken and not based on the usual salary or wage rate of the volunteer. If a volunteer does the same or similar duties as paid staff, the rate allowed for the volunteer will be the salary rate of the paid employee. In the absence of a comparative salary rate, acceptable rates are included below.

The rates outlined below for the use of unpaid work as in-kind match funding should not be exceeded for any project.

- The inclusion of costs of more specialist and technical roles as in-kind match-funding would need to be agreed before the activity commenced. The project would be expected to keep clearly documented justification for the specialist and for the agreed salary rate used for the purposes of in-kind match-funding.
- Time sheets should be maintained to support the hours claimed towards the project and should be signed by the volunteer and employer.
- Only persons acting in a wholly voluntary capacity will be eligible. Where an employee of the project performs additional 'voluntary' duties these will not be eligible as in-kind match-funding.

Agreed notional costs to be used as acceptable rates for voluntary work

The rates below have been provided and confirmed by Welsh Government statisticians and are based on analyses using the 'Annual Survey of Hours and Earnings' (ASHE), which includes the latest data published 12 December 2013 (Please note that the rates are for the UK but exclude London and South East regions).

Job Title	SOC Code ²	Hourly Rate (£)	Annual Rate (£)
Project Manager	2424	21.72	42,756
Project Researcher	2426	16.55	31,880
Project Coordinator	3539	14.94	28,944
Trainer	3563	14.26	27,775
Project Administrator	4159	10.13	19,812

For more information on LEADER funding and eligibility to apply, the following websites will be helpful:

<http://regenerate.npt.gov.uk>

<http://gov.wales/topics/environmentcountryside/farmingandcountryside/cap/ruraldevelopment/wales-rural-development-programme-2014-2020/leader/?lang=en>

¹ Costs for staff deployed by an organisation on a project count as actual match funding (evidenced by salaries) not in-kind match funding

² Standard Occupational Classification