

Mid Ulster
**Town & Village Business
Spruce Up Scheme**

Supporting Local Business



Comhairle Ceantair
Lár Uladh
Mid Ulster
District Council

FINAL EVALUATION REPORT

MID ULSTER TOWN & VILLAGE BUSINESS SPRUCE UP SCHEME

(PHASE 4 - 2022-2023)



Completed by Paul Hamill of Hamill Architects Ltd – February 2023



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1.0 Introduction

This report provides an overview of the Mid Ulster Town and Village Business Spruce Up Scheme, 2019-2022 (Phase 4- 2022 - 2023). It presents a breakdown of the applications received, a synopsis of a number of successful projects and the impact of the scheme.

Mid Ulster District Council supports the improvement and enhancement of business/commercial properties within the town centre boundary of each of the towns (Coalisland, Cookstown and Dungannon as per Area Plan 2010; Maghera and Magherafelt as per Area Plan 2015 of each town) and development limits of each village as identified in the attached maps.

The Mid Ulster Town and Village Business Spruce Up Scheme is a pilot project and offers discretionary grants of up to 75% eligible costs, capped at £5,000 per property for internal and/or external improvements. The Scheme is available to both occupied business/commercial properties and vacant business/commercial properties within the town centre boundary of each of the towns (Coalisland, Cookstown and Dungannon as per Area Plan 2010; Maghera and Magherafelt as per Area Plan 2015) and the development limits of each village. Whilst the Mid Ulster Town and Village Business Spruce Up Scheme is intended to aid minor works to business/commercial premises, large scale schemes may apply however please note the maximum grant aid is up to 75% eligible costs, capped at £5,000 per property.

The allocation of grant was a competitive process and limited funds were available. Applicants were made aware that this would potentially be the only funding opportunity for the next 3 years (Subject to funding).

Successful applications were scored and ranked highest to lowest.

2.0 Aims and Objectives of the Scheme

The aim of the Mid Ulster Town & Village Business Spruce Up Scheme is to improve the competitiveness and economic sustainability of the identified towns and villages in the Mid Ulster District Council area by:

1. Making external improvements to the built environment in the towns and villages.
2. Encouraging the improvement of the internal appearance of properties visible to the public.

The objectives of the scheme are:

1. To enhance and improve the attractiveness of business/commercial properties.
2. To deliver high-quality external and internal improvements to properties in the towns and villages.
3. To attract new business and investment through improvements to vacant properties.
4. To stimulate private sector investment.
5. To assist businesses in each town and village to increase competitiveness and sustainability.
6. To improve user perceptions of each town and village.

3.0 Who Could Apply?

- Business/commercial properties within the town centre boundary of each of the towns (Coalisland, Cookstown and Dungannon as per Area Plan 2010; Maghera and Magherafelt as per Area Plan 2015) as identified within scheme maps
- Business/Commercial properties within the development limits of villages under the Mid Ulster Settlement Hierarchy, draft Local Development Plan (2030) as identified within scheme maps.

TOWNS: - Coalisland, Cookstown, Dungannon, Maghera and Magherafelt.

VILLAGES:- Aghaginduff/Cabragh, Annaghmore, Ardboe, Augher, Aughnacloy Ballinderry, Ballygawley, Ballylifford, Ballynakilly, Ballyronan, Bellaghy, Benburb, Brockagh/Mountjoy, Caledon, Cappagh, Castlecaulfield, Castledawson, Churchtown, Clady, Clogher, Coagh, Creagh, Desertmartin, Donaghmore, Draperstown, Drummullan, Edendork, Eglish, Fivemiletown, Galbally, Granville, Gulladuff, Killyman, Moneymore, Moortown, Moy, Moygashel, Newmills, Orritor, Pomeroy, Sandholes, Stewartstown, Swatragh, Tamnamore, The Bush, The Loup, The Rock, Tobermore and Upperlands.

The grant was available to:

- Business/commercial premises
- Shops (including hairdressers, beauty salons, dry cleaners, clothing retailers etc.).
- Financial and Professional services (e.g., estate agents, insurance companies etc.).
- Restaurants, Public houses, Cafes, and Food takeaways.
- Vacant premises. For a vacant property to be eligible evidence was to be provided that:

- 1) The property is used as a business/commercial property. If this was not evident from the supplied photograph then evidence (old photographs, rates bills, etc.) was to be provided.
- 2) If the vacant property existed as a residential property with plans to change use to a commercial property, a change of use planning permission should be submitted to Council prior to commencement of works.
- 3) That it will be marketed/let as a business/commercial property after improvement works are complete. Evidence must be provided of how this will be achieved and actively promoted, such as letter from proposed letting agent, letter from property owner of actions that will be taken to seek a tenant.

Application forms were acceptable from the property owner/s or tenants. If a tenant made an application, it had to be co-signed by the property owner(s) otherwise the application was deemed incomplete and subsequently rejected.

Individual applications from owners/tenants whose properties were adjacent to each other were welcome. Where two or more applications adjacent to each other were made they were defined as 'Multiple Applications'. These applications were viewed as having a greater positive effect on the appearance of a street and were scored as per page 5 of the Guidance Document 'How do we assess your application'.

4.0 Scope of Works Eligible for Funding

The property owners/tenants of eligible business/commercial properties in the designated areas could apply for grant-aid to carry out the following:

Internal Works eligible for grant-aid include repair and refurbishment of:

- Walls, ceilings, doors, floors, and stairs.
- Internal redecoration work e.g., repainting of walls, ceilings etc.
- Rewiring and plumbing.
- Access improvements.
- New interior window display lighting, where shutters are not in use.
- Subdivision to form smaller units.
- Restructuring to form larger units.
- Permanent (i.e., not loose fitted, or mobile) display cases/built-in furniture and joinery.
- Please note that internal works to a business/commercial property which is above ground floor level will be considered.

External works eligible for grant-aid include repair and refurbishment of the following:

- Shop fronts, including fascia, signage, and lighting.
- Windows.
- Doors.
- Rainwater goods; guttering or downpipes on shopfronts.
- Redecoration (including painting, signage etc.).
- Pedestrian access improvements.
- Security measures (including security glazing/laminated glass which allows window shopping to take place in the evening e.g., open or lattice shutters/door grilles-NOT solid shutters).
- Virtual graphics / hoardings.
- Equipment and associated labour costs as deemed appropriate for preparation of work e.g., power washing, hire of lift equipment etc.
- Please note that external works to a business/commercial property which is above ground floor level will be considered.

Ineligible Works included:

The scheme did not support:

- Works which required planning permission which was not in place at the Application stage.
- Routine maintenance such as clearing of debris from gutters, cleaning tarmac, cleaning of roofs, chimneys etc.
- Improvements to residential property, including residential property located above commercial premises.
- Retrospective applications (for work already completed or underway).
- CCTV / Alarm systems.
- Mobile/loose fixtures and fittings or furniture.

- Internal work which was not in the public area of the property.
- Mannequins.

The grant did not include:

- Statutory fees (e.g., Building Control Approval), professional fees etc.
- Insurances
- Interest (on loans taken out to fund your building project)
- VAT (except if the applicant is not VAT registered)

5.0 Procurement

Completed applications had to be accompanied by competitive quotations/tenders from bona-fide reputable contractors. If a contractor is not employed to complete all works, the appropriate number of quotations/tenders had to be submitted for each element of the scheme.

The scheme required:

- 2 Written Quotations for project elements costing up to £4,999.99
- 4 Written Quotations for project elements costing from £5,000-£30,000

All quotations had to be dated and on headed paper and the funder reserved the right to have an independent quantity surveyor check the validity of quotations/tenders.

6.0 Application Process

Completed application forms were to be returned to Knox Clayton Architects, or alternatively, one of the Council Offices (Dungannon, Cookstown or Magherafelt), by 4pm on Wednesday 18 September 2019. Only fully completed Applications were validated and late submissions were not accepted.

12 No. Business Clinics were held at various public locations spread around the Council area. This provided the opportunity for those interested in applying for funding to drop-in without appointment and receive advice on their application. Representatives from the scheme's Chartered Architect and Mid Ulster District Council were present at each business clinic.

7.0 Assessment of the Applications:

The following criteria was used by the assessment panel to score the application for a grant:

- i) **Current Condition of the elements of work requesting funding (25%)**
Scoring ranged from 0%-25%, for example, if the current condition of the elements of work requested for funding to the property was considered very poor, the maximum 25% was allocated.
- ii) **Impact the proposed element of works will make (25%)**
Scoring ranged from 0%-25%, for example, if the proposed element of works would

have a transformation impact on the property, the maximum 25% would be allocated.

iii) Value for Money (25%)

This was calculated based on the formula: - Impact (points) ÷ Grant Sought = Weighted Criteria. Weighted criteria achieved ranged from 5%-25%, with excellent Value for Money allocated the maximum 25%.

iv) Multiple Application Status (10%)

Multiple applications received a favourable weighting, where individual applications were received from owners/tenants whose properties were adjacent to each other. These applications would be viewed as having a greater positive effect on the appearance of a street and as a result were scored highly by the assessment panel, being allocated a further 10%.

v) Vacant Business/Commercial Property (10%)

Vacant Business/Commercial Property favourable weighting were allocated 10%.

vi) Property's first submission (5%)

A favourable weighting of 5% was granted to any property which had not previously been awarded funding under a Mid Ulster District Council Improvement Scheme. *Any property which had previously received funding under a Mid Ulster District Council Improvement Scheme will be allocated 0%.*

All applications had to score a minimum of 40% to be considered for funding.

There was no internal appeal or review process for unsuccessful applications. The decision of the Independent Chartered Architect was final.

8.0 Successful Applicants – “Your Letter of Offer”

If an application was successful, the applicant was issued with a ‘Letter of Offer.’ This was a form of contract that stated:

- The amount of grant awarded
- The terms and conditions associated with the grant

It was made clear to the successful Applicants that no works could commence until a signed ‘Letter of Offer’ was returned to Mid Ulster District Council within the allocated timescale.

9.0 GEOGRAPHICAL SPREAD OF SUCCESSFUL APPLICATIONS (Completed Schemes-Phase 4)

Valid Schemes were completed in the following villages (in alphabetical order):

Town/Village	Number of completed schemes
Ballygawley	3
Bellaghy	1
Castledawson	3
Clogher	1
Cookstown	3
Dungannon	3
Maghera	6
Magherafelt	5
Moy	2
Pomeroy	2
	29

10.0 Payment of Grant

It was stipulated that payment of grant would only be made once Mid Ulster District Council was satisfied that all the terms and conditions in the 'Letter of Offer' had been fulfilled. A site visit was conducted by Hamill Architects Ltd to verify that the works had been completed as stated at application stage and to the required standard. Applicants were advised that they would be asked to amend work which does not comply with or falls below the agreed standard.

Payment of grant was be made on receipt of a single claim following a successful site visit. This claim had to include the submission of original invoices and proof of payment.

11.0 Case Studies of selected completed projects

We have selected the following projects for a brief Case Study of Phase 4 of Mid Ulster Town & Village Business Spruce Up Scheme. These have been selected for the reason as noted below:

1. Project No 78 – Caroline Owens Florist,8 Broad Street Magherafelt – Reason selected: A project that featured internal and external works and resulted in a very attractive unit.
2. Project No 39 – Serephina,2 Oldtown Street Cookstown- Reason selected: Multiple internal

works and significant client contribution.

11.1 **Project No 78 – Caroline Owens Florist, 8 Broad Street Magherafelt.**

- Scope of Works: Remove and make good existing shop frontage (sign, surround, pillars), to include signage lettering and painting ,and fully tiling of the floor to the public side of shop.

Exterior Before



Exterior After



Interior Before



Interior After



Impact of the Works:

This project was chosen as it was a good example of a project that included both internal and external works, which provided a very attractive finish for a modest cost, providing excellent value for money. The shop is in a prominent position in Magherafelt, and the improvement works and the obvious pride in the business that the proprietor has in the way that the shop is presented, makes a small but significant improvement to the streetscape in Magherafelt.

11.2 Project No 39 – Serephina.2 Oldtown Street Cookstown.

Scope of the Works

The works carried out were all interior works and included a new counter, shelving, lighting, carpet, wallpaper and paint.

Before:



After:

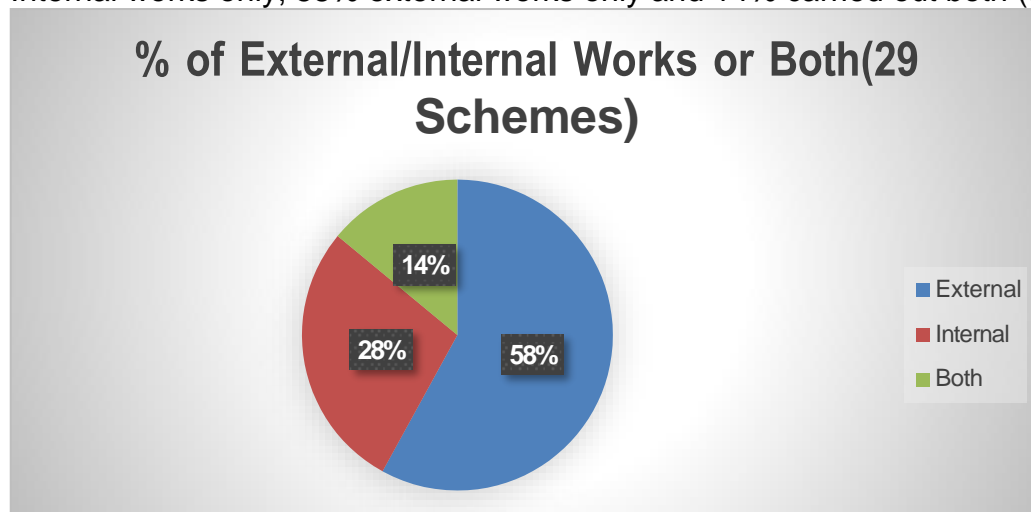


Impact of the Works

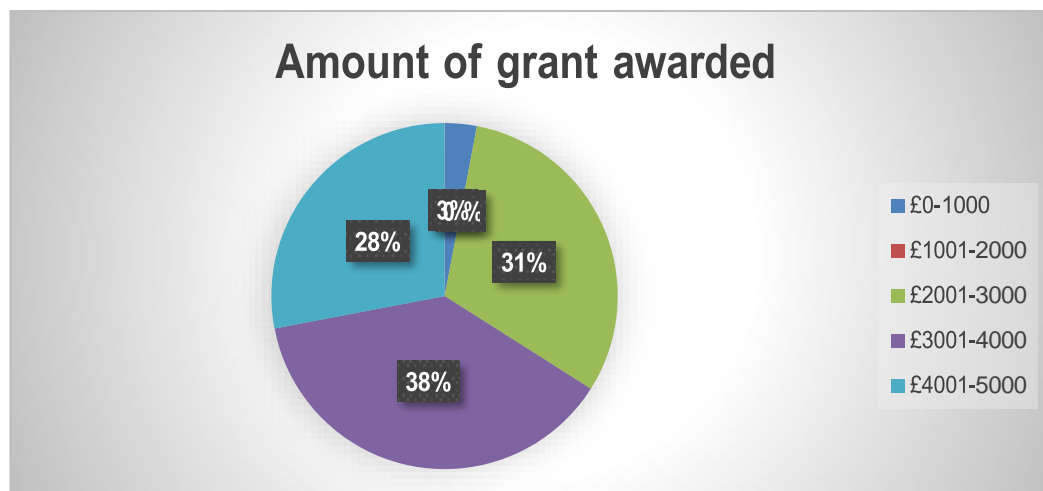
The building is located on the corner of Oldtown Street and William Street in a prominent location. This Application was chosen to feature as it's a good example of a project with significant private sector leverage (£5000 grant versus a £7890 spend). The interior of the shop is transformed, and is much more welcoming to customers.

12.0 Statistical Data

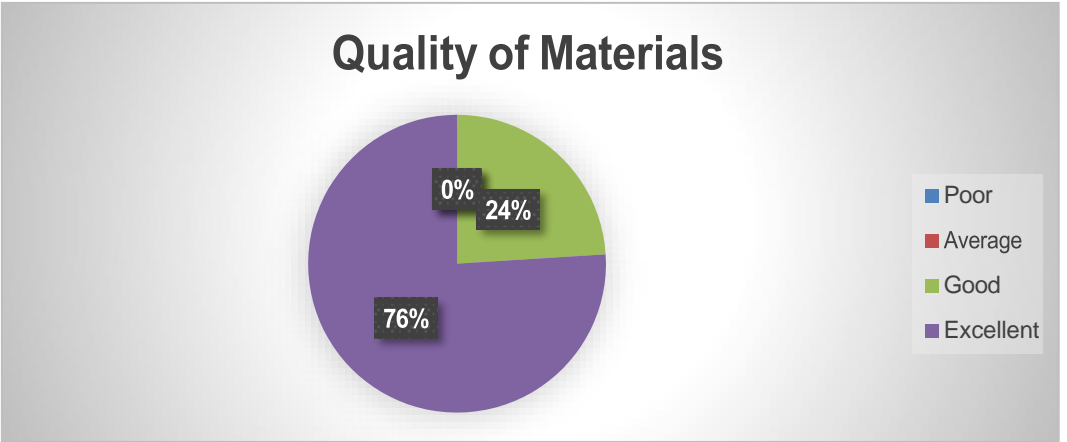
In terms of the ratio of projects that were funded for Internal and External works, 28% carried out Internal works only, 58% external works only and 14% carried out both (total of 29 schemes).



The Scheme provided a grant of up to 75% of eligible costs, capped at £5,000. As can be seen from the pie chart below, the biggest percentage of grants were awarded in the £3,001 - £4,000 range (38%), £2,001 - £3,000 range (31%). The lowest awards were in the £1,001 - £2,000 range (0%).



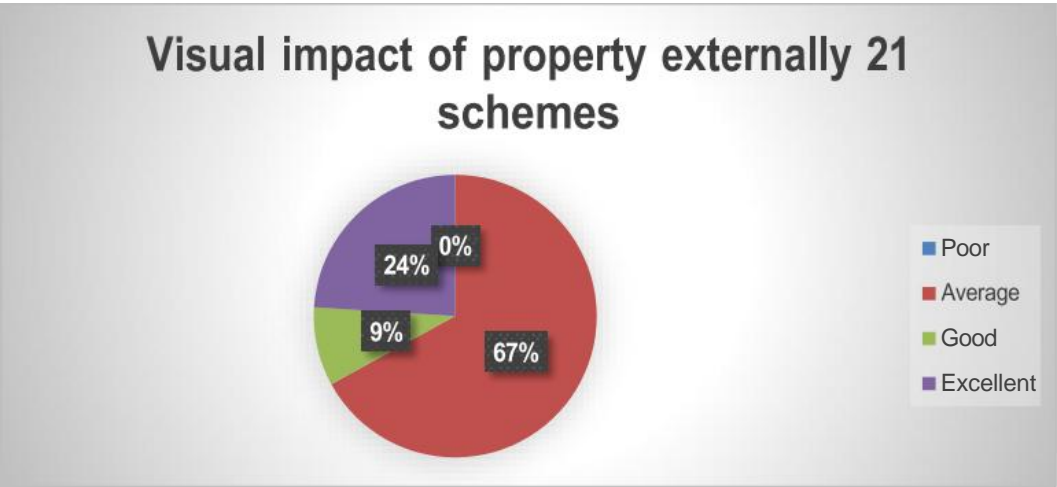
The quality of the materials used overall were rated as 24% good, 76% deemed excellent and 0% average or poor. (total of 29 schemes).



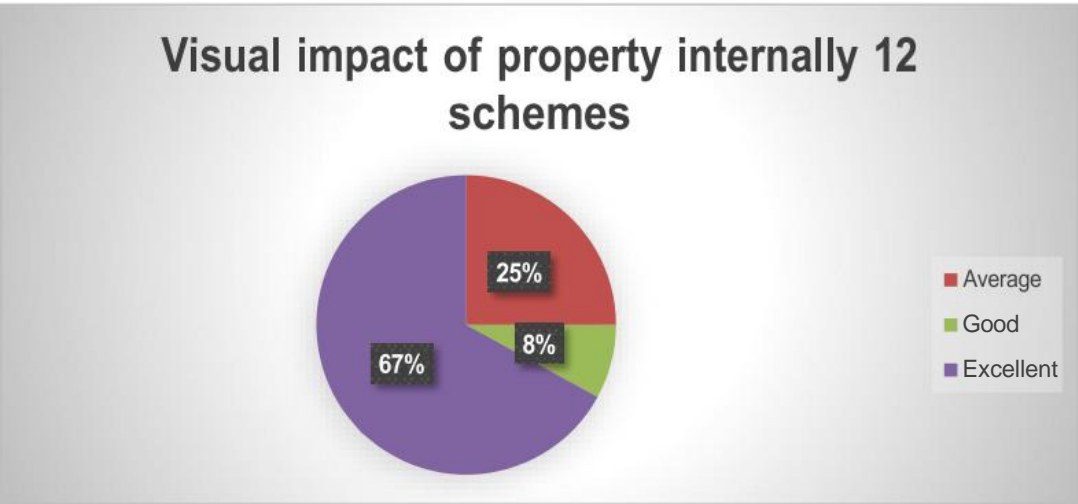
The quality of workmanship overall was rated as 76% Excellent, 24% deemed excellent, with none deemed average or poor (total of 29 schemes).



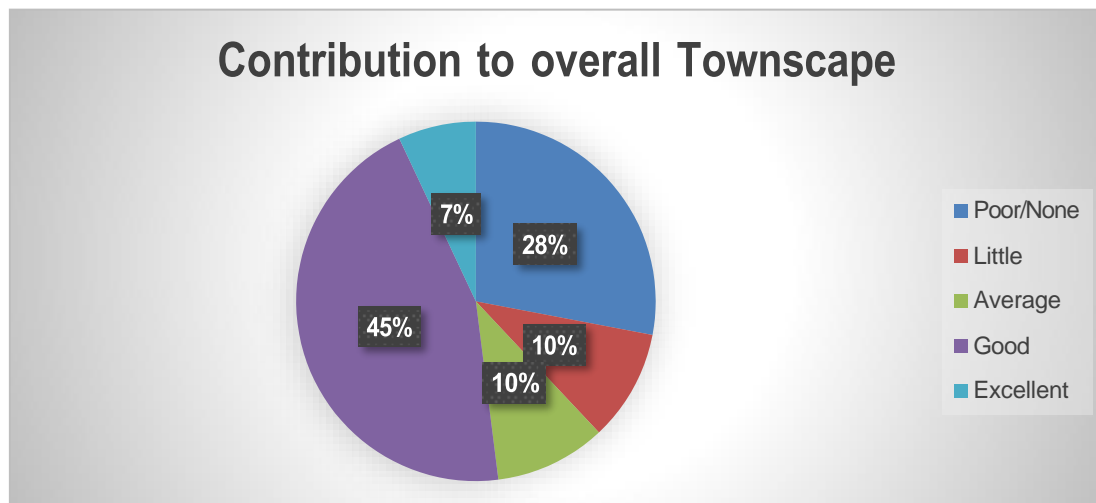
The visual Impact of most schemes relating to external works rated overall as Good, 67%,24% rated as excellent, and 9% rated average.8 of the 29 schemes did not have external works as part of their project.



The Visual Impact of most schemes relating to internal works rated overall as excellent, 67%, 8% as good, and 25% as average. 17 of the 29 schemes did not have internal works as part of their project.



An important and key statistic in the delivery of the scheme is the Contribution to the Overall Townscape. 45% of schemes had a good impact, with 7% deemed excellent, 10% deemed average, 10% deemed Little and 28% deemed poor/ none , this latter statistic reflecting those schemes that were internal only and therefore had limited impact on overall Townscape.



13.0 Overview of Scheme

The Mid Ulster Town & Village Business Spruce Up Scheme aimed to improve the competitiveness and economic sustainability of the eligible towns & villages.

Through the delivery of the scheme properties awarded funding strived to achieve a comprehensive improvement to building frontage, internal repairs, and refurbishment. The wider impact on each town & village aimed to visibly enhancing the townscape and improving local infrastructure.

A final evaluation of each completed property was carried out with a score awarded between 1 (very poor) and 5 (excellent) to measure the visual improvement to the property on an individual basis, and to measure the contribution of the improvement works to the overall townscape. The overall impact of the scheme has been, very positive. It is doubtful whether such works would be carried out by the participating businesses in towns & villages, to the extent they were, if it were not for the grant being offered by the Council.

Phase 4 resulted in £104,425.15 of Grant Aid awarded to 29 properties across the Council area, with private sector leverage of £66,378.34. Grants ranged from £900.00 to the £5,000.00 maximum with the average being £3,600.87. 7No. applications received the maximum £5,000.00 grant.

Phases 1 to 4 of the Mid Ulster Town & Village Business Spruce Up Scheme has resulted in £699,454.52 of Grant aid awarded to 200 properties across the Council area. The private sector leverage amounts to £427,097.85 for the 4 Phases.

Hamill Architects Ltd believe that the budget for the scheme was put to excellent use as it helped 200 (mostly small) businesses improve their premises and enhance the visual appearance of their towns & villages.

14.0 Conclusion

The Mid Ulster Town & Village Business Spruce Up Scheme has made a significant positive impact to the properties and contributed to the enhancement of their respective Town / Villages.

The funding provided by the scheme has unquestionably improved the external appearance and quality of interior space of each property.

The scheme has succeeded in offering local business meaningful support, and the monetary incentive has encouraged property owners to carry out improvement works to their properties which, without the incentive, may not have otherwise been carried out, or at least, not to the extent to which they were.

Phase 3 proved more challenging than the previous Phases 1 and 2. There were a number of reasons for this. Covid 19, which continued throughout 2021 and 2022, took its toll on these phases. During Phases 3 and 4, the extended further lockdowns had an increasingly negative impact on businesses, particularly those in hospitality. The priority for many businesses was “getting through it”, with less emphasis on any sort of capital expenditure towards improving premises.

Additionally, the costs of both materials and labour had increased significantly since 2019, due to both normal inflationary factors and Covid 19. This was further exacerbated for those schemes that were late to start works in 2022, by the war in Ukraine. Delays in the supply of materials was also a problem.

Phase 4, even though it comprised the properties that scored lowest in the initial overall scoring table, still provided many worthwhile results, and some much needed funding to businesses coming out of the shadow of Covid 19 and the other challenges that businesses face today.

The total amount of private investment in the scheme (Phase 1 - 4) amounts to £427,097.85, which shows a commitment from the property owners and tenants to successfully deliver the scheme. The impact this has made across the Mid Ulster District Council towns and villages has been significant and will assist the local economy to remain competitive in the current market.



Guidance Notes for Applicants

Welcome to the Mid Ulster Town and Village Business Spruce Up Scheme Guidance Notes for applicants. Before you complete your application form, you must take time to read this document carefully.

These guidance notes are provided to help you understand the aims of the Mid Ulster Town and Village Business Spruce Up Scheme and how you can make a grant application.

Background

Mid Ulster District Council supports the improvement and enhancement of business/commercial properties within the town centre boundary of each of the towns (Coalisland, Cookstown and Dungannon as per Area Plan 2010; Maghera and Magherafelt as per Area Plan 2015 of each town) and development limits of each village as identified in the attached maps.

The Mid Ulster Town and Village Business Spruce Up Scheme is a pilot project and offers discretionary grants of up to 75% eligible costs, capped at £5,000 per property for internal and/or external improvements. The Scheme is available to both occupied business/commercial properties and vacant business/commercial properties within the town centre boundary of each of the towns (Coalisland, Cookstown and Dungannon as per Area Plan 2010; Maghera and Magherafelt as per Area Plan 2015) and the development limits of each village. Whilst the Mid Ulster Town and Village Business Spruce Up Scheme is intended to aid minor works to business/commercial premises, large scale schemes may apply however please note the maximum grant aid is up to 75% eligible costs, capped at £5,000 per property.

Please note that allocation of grant is a competitive process and limited funds are available, therefore not all applications will be funded.

Applicants MUST be aware that this will potentially be the only funding opportunity for the next 3 years (Subject to funding).

Aims and Objectives

The aim of the Mid Ulster Town & Village Business Spruce Up Scheme is to improve the competitiveness and economic sustainability of the identified towns and villages in the Mid Ulster District Council area by:

1. Making external improvements to the built environment in the towns and villages.
2. Encouraging the improvement of the internal appearance of properties visible to the public.

The objectives of the scheme are:

1. To enhance and improve the attractiveness of business/commercial properties.
2. To deliver high-quality external and internal improvements to properties in the towns and villages.
3. To attract new business and investment through improvements to vacant properties.
4. To stimulate private sector investment.
5. To assist businesses in each town and village to increase competitiveness and sustainability.
6. To improve user perceptions of each town and village.

PLEASE NOTE THAT THIS IS A 'SPRUCE UP' SCHEME INTENDED TO AID MINOR WORKS TO BUSINESS/COMMERCIAL PREMISES IN THE IDENTIFIED TOWNS AND VILLAGES. IT IS NOT ENVISAGED THAT WORKS INCLUDED IN THE SCHEME WILL NEED STATUTORY APPROVALS SUCH AS PLANNING PERMISSION, LISTED BUILDING CONSENT, BUILDING CONTROL ETC. HOWEVER IF ANY OF THE PROPOSED WORKS DO NEED STATUTORY APPROVALS THESE MUST BE IN PLACE PRIOR TO WORKS COMMENCING AND A COPY OF APPROVAL ISSUED TO KNOX & CLAYTON ARCHITECTS.

Who Can Apply?

- Business/commercial properties within the town centre boundary of each of the towns (Coalisland, Cookstown and Dungannon as per Area Plan 2010; Maghera and Magherafelt as per Area Plan 2015) as identified within scheme maps
- Business/Commercial properties within the development limits of villages under the Mid Ulster Settlement Hierarchy, draft Local Development Plan (2030) as identified within scheme maps.

TOWNS: - Coalisland, Cookstown, Dungannon, Maghera and Magherafelt.

VILLAGES:- Aghaginduff/Cabragh, Annaghmore, Ardboe, Augher, Aughnacloy Ballinderry, Ballygawley, Ballylifford, Ballynakilly, Ballyronan, Bellaghy, Benburb, Brockagh/Mountjoy, Caledon, Cappagh, Castlecaulfield, Castledawson, Churchtown, Clady, Clogher, Coagh, Creagh, Desertmartin, Donaghmore, Draperstown, Drummullan, Edendork, Eglish, Fivemiletown, Galbally, Granville, Gulladuff, Killyman, Moneymore, Moortown, Moy, Moygashel, Newmills, Orritor, Pomeroy, Sandholes, Stewartstown, Swatragh, Tamnamore, The Bush, The Loup, The Rock, Tobermore and Upperlands.

Please note that the inclusion of a building within an eligible area does not give any automatic entitlement to a grant. This is a competitive process.

The grant is available to:

- Business/commercial premises
- Shops (including hairdressers, beauty salons, dry cleaners, clothing retailers etc).
- Financial and Professional services (e.g., estate agents, insurance companies etc).
- Restaurants, Public houses, Cafes and Food takeaways.
- Vacant premises

PLEASE NOTE:

For a vacant property to be eligible evidence must be provided that:

- 1) The property is used as a business/commercial property. If this is not evident from the supplied photograph then evidence (old photographs, rates bills, etc.) must be provided.
- 2) Should the vacant property currently exist as a residential property with plans to change use to a commercial property, a change of use planning permission should be submitted to Council prior to commencement of works.
- 3) That it will be marketed/let as a business/commercial property after improvement works are complete. Evidence must be provided of how this will be achieved and actively promoted, such as letter from proposed letting agent, letter from property owner of actions that will be taken to seek a tenant.

Application forms will be acceptable from the property owner/s or tenants. If a tenant makes an application, it must be co-signed by the property owner(s) otherwise the application will be deemed incomplete and subsequently rejected.

Please note should your application be successful; evidence of ownership must be provided at Letter of Offer stage. If the tenant is applying, the tenant will have to request such information from the property owner.

Individual applications from owners/tenants whose properties are adjacent to each other are welcome. Where two or more applications adjacent to each other are made they will be defined as 'Multiple Applications'. These applications will be viewed as having a greater positive effect on the appearance of a street and will be scored as per page 6 'How do we assess your application'.

Properties that are ineligible to apply for grant aid include banks, building societies, charity shops, government organisations, political organisations, community groups/clubs, sports groups/clubs and social clubs.

Eligible Expenditure - what we can fund...

The property owners/tenants of eligible business/commercial properties in the designated areas may apply for grant-aid to carry out the following:

Internal Works eligible for grant-aid include repair and refurbishment of:

- Walls, ceilings, doors, floors and stairs.

- Internal redecoration work e.g. repainting of walls, ceilings etc
- Rewiring and plumbing.
- Access improvements.
- New interior window display lighting, where shutters are not in use.
- Subdivision to form smaller units.
- Restructuring to form larger units.
- Permanent (i.e., not loose fitted or mobile) display cases/built-in furniture and joinery.
- Please note that internal works to a business/commercial property which is above ground floor level **will** be considered.

External works eligible for grant-aid include repair and refurbishment of the following:

- Shop fronts, including fascia, signage and lighting.
- Windows.
- Doors.
- Rainwater goods; guttering or downpipes on shopfronts.
- Redecoration (including painting, signage etc.).
- Pedestrian access improvements.
- Security measures (including security glazing/laminated glass which allows window shopping to take place in the evening ,e.g., open or lattice shutters/door grilles-NOT solid shutters).
- Virtual graphics / hoardings.
- Equipment and associated labour costs as deemed appropriate for preparation of work e.g., power washing, hire of lift equipment etc.
- Please note that external works to a business/commercial property which is above ground floor level **will** be considered.

Ineligible Expenditure - what we cannot fund...

The scheme will not support:

- Works which require planning permission which is not in place prior to works commencing.
- Routine maintenance such as clearing of debris from gutters, cleaning tarmac, cleaning of roofs, chimneys etc.
- Improvements to residential property, including residential property located above commercial premises.
- Retrospective applications (for work already completed or underway).
- CCTV / Alarm systems.
- Mobile/loose fixtures and fittings or furniture.
- Internal work which is not in the public area of the property.
- Mannequins.

The grant **will not** include:

- Statutory fees (e.g., Building Control Approval), professional fees etc.
- Insurances
- Interest (on loans taken out to fund your building project)
- VAT (except if the applicant is not VAT registered)

Procurement Guidelines

Completed applications must be accompanied by competitive quotations/tenders from bona-fide reputable contractors. If a contractor is not employed to complete all works, the appropriate number of quotations/tenders must be submitted for **each element** of the scheme: **Please cost each element of work separately in Section 3.1 of Application Form, Pages 5 & 6, and ENCLOSE the appropriate number of quotes for each element of work with your application. Quotes must be for comparable elements. (Failure to do so will result in your application being deemed incomplete)**

- 2 Written Quotations for project elements costing up to £4,999.99 (please note if one quotation is over £5,000, four quotations will be required.)
- 4 Written Quotations for project elements costing from £5,000-£29,999.99 (please note if one quotation is £30,000 or over but below EU thresholds you must appoint using publicly advertised open or restricted tender competition)
- For any items over £30,000 but below EU thresholds you must appoint using a publicly advertised open or restricted tender competition.

All quotations should be dated and on headed paper. All quotations/tenders will be assessed by an independent Chartered Architect to check the validity and the costings of each quotation/tender. The funding will be allocated accordingly. Failure to provide adequate numbers of quotations/tenders will result in the application being deemed incomplete and subsequently rejected.

PLEASE NOTE THAT A QUOTATION/TENDER WILL BE DEEMED INVALID IF THE APPLICANT IS DEEMED TO HAVE A CONFLICT OF INTEREST (A PERSONAL, PRIVATE OR FAMILY INTEREST) IN RESPECT OF THE COMPANY(S) QUOTING FOR WORK AND/OR DEEMED TO BE A 'LINKED COMPANY' (EU RECOMMENDATIONS 2330/361/EC). COMPANIES ARE LINKED IF ONE OF THEM DIRECTLY OR INDIRECTLY CONTROLS OR HAS THE CAPACITY TO CONTROL THE AFFAIRS OF THE OTHER.

How do we assess your application?

The following criteria will be used by the assessment panel to score the application for a grant:

- 1 Current Condition of the elements of work requesting funding (25%)**
Scoring will range from 0%-25%, for example, if the current condition of the elements of work requested for funding to the property are considered very poor, the maximum 25% will be allocated.
- 2 Impact the proposed element of works will make (25%)**
Scoring will range from 0%-25%, for example, if the proposed element of works will have a transformation impact on the property, the maximum 25% will be allocated.
- 3 Value for Money (25%)**
This will be calculated based on the formula: - Impact (points) ÷ Grant Sought =

Weighted Criteria. Weighted criteria achieved will range from 5%-25%, with excellent Value for Money allocated the maximum 25%.

4 Multiple Application Status (10%)

Where two or more application adjacent to each other are made, these applications will be defined as a 'Multiple Application' and will be viewed as having a greater positive effect on the appearance of a street. Therefore, Multiple Applications will be scored accordingly by the assessment panel and will be allocated a favourable weighting of up to 10%

5 Vacant Business/Commercial Property (10%)

Vacant Business/Commercial Property favourable weighting allocated 10%.

6 Property's first submission (5%)

Favourable weighting of 5% will be granted to any property which has not previously been awarded funding under a Mid Ulster District Council Improvement Scheme. *Any property which has previously received funding under a Mid Ulster District Council Improvement Scheme will be allocated 0%.*

Please note all applications must score a minimum of 40% to be considered for funding.

There is no internal appeal or review process for unsuccessful applications. The decision of the Independent Chartered Architect is final.

Successful Applications - your 'Letter of Offer'

If your application is successful, you will be issued with a 'Letter of Offer'. This is a form of contract that states:

- The amount of grant awarded
- The terms and conditions associated with the grant

IMPORTANT - NO WORKS CAN COMMENCE UNTIL A SIGNED 'LETTER OF OFFER' AND ASSOCIATED DOCUMENTS ARE RETURNED TO MID ULSTER DISTRICT COUNCIL WITHIN THE TIMEFRAME NOTED ON THE LETTER OF OFFER.

Please note all successful applicants issued Letters of Offer in November 2019 must have works completed and claimed by 20th March 2020.

Payment of Grant & financial considerations

Payment of grant will only be made once Mid Ulster District Council is satisfied that all of the terms and conditions in the 'Letter of Offer' have been fulfilled.

A site visit will be carried out to verify the works have been completed as stated at application stage and to the required standard. You may be asked to amend work which does not comply with or falls below the agreed standard.

Payment of grant will be made on receipt of a single claim following a successful site visit. This claim will include the submission of original invoices and proof of payment. Proof of payment should be in the form of copy cheques/copy of BACS payment and original bank statements/online bank printouts from a reputable financial institution (clearly showing the name of account and account number).

Insurance, Liability and Indemnity

The applicant, agent and/or contractor is responsible for all risks in connection with public or employer liability associated with the building works under the scheme and will fully indemnify the Council. The applicant, agent and/or contractor shall maintain such insurance policies as are necessary to cover all possible liabilities to the Council arising under the Scheme.

How do I apply?

Complete the attached application form and return, with relevant documentation listed in section 6 of the application form. Completed application forms should be returned in a sealed envelope marked **Mid Ulster Town & Village Business Spruce Up Scheme** to the address below by **4pm on Wednesday 18th September 2019**:

KNOX & CLAYTON ARCHITECTS, 2A WALLACE AVENUE, LISBURN, BT27 4AA

Or alternatively,

Council Offices
Burn Road
Cookstown
BT80 8DT

Council Offices
Circular Road
Dungannon
BT77 6DT

Council Offices
Ballyronan Road
Magherafelt
BT45 6EN

Please note only fully completed applications will be considered. Any application submitted with missing information or incomplete questions will be deemed incomplete and subsequently rejected. A fully completed application constitutes:

- **A fully completed application form - the following sections must be completed in full to warrant a fully completed application:**
 - **Your Details**
 - **Property Details**
 - **Project Details**
 - **Project Costs & Administration (including adequate quotations/tenders)**
 - **Declaration**
 - **Completed Property Owner Declaration**
- **Submission of all necessary documents as per section 6 page 13 of the application form, prior to 4.00pm on Wednesday 18th September 2019.**

LATE OR INCOMPLETE APPLICATIONS WILL NOT BE CONSIDERED

Business Clinics

Property Owners/Tenants are invited to attend drop in business clinics to find out more about the scheme and to get advice/assistance in completing application forms. Representatives from the scheme's Chartered Architect will be present. These clinics will be held on two consecutive weeks. The dates and venues for these meetings are as follows:

Date	Town	Time	Venue
Tuesday 27 th August 2019	Tobermore	10am-1pm	The Kilcronaghan Centre Rectory Road, Tobermore
Tuesday 27 th August 2019	Bellaghy	2pm-5pm	Seamus Heaney Homeplace Main Street, Bellaghy
Wednesday 28 th August 2019	Aughnacloy	10am-1pm	Aughnacloy Youth Hall Sydney Street, Aughnacloy
Wednesday 28 th August 2019	Dungannon	2pm-5pm	Hill of The O'Neill & Ranfurly House Market Square, Dungannon
Thursday 29 th August 2019	Ballygawley	10am-1pm	Ballygawley Community Hall Fairfield House, Main Street, Ballygawley (Located in playing fields off Main Street)
Thursday 29 th August 2019	Donaghmore	2pm-5pm	The Torrent Complex Hillview Avenue, Dungannon
Tuesday 3 rd September 2019	Coalisland	10am-1pm	Cornmill Centre The Corn Mill, Lineside, Coalisland, BT71 4LP
Tuesday 3 rd September 2019	Stewartstown	2pm-5pm	Crieve Centre 2 Hillhead, Stewartstown
Wednesday 4 th September 2019	Moneymore	10am-1pm	Moneymore Recreation Centre Moneyhaw Road, Moneymore
Wednesday 4 th September 2019	Maghera	2pm-5pm	Walsh's Hotel Main Street,

			Maghera
Thursday 5 th September 2019	Cookstown	10am-1pm	The Burnavon Arts & Cultural Centre Burn Road, Cookstown
Thursday 5 th September 2019	Magherafelt	2pm-5pm	The Bridewell Church Street, Magherafelt

Who do I contact for more information?

If you need any assistance on any aspect of the Mid Ulster Town and Village Business Spruce Up Scheme, please contact:

Knox & Clayton Architects,
Laura McIlwrath laura@knox-clayton.co.uk

Tel: 028 9267 4312

Or alternatively,

Mary McCullagh mary.mccullagh@midulstercouncil.org
Lynn Shiels lynn.shiels@midulstercouncil.org

Tel: 03000 132 132
Tel: 03000 132 132

All documents can be downloaded at
www.midulstercouncil.org/spruceupscheme



Mid Ulster Town & Village Business Spruce Up Scheme

Supporting Local Business



Mid Ulster Town & Village Business Spruce Up Scheme 2019-2022 Application Form

Applications should be completed in conjunction with the attached Guidance Notes.

Only fully completed application forms submitted with the required documentation (as per page 13) will be considered – Any application submitted with missing information or incomplete questions will be deemed incomplete and subsequently rejected.

PLEASE USE BLOCK CAPITALS

The closing date for applications is **4pm on Wednesday 18th September 2019**, and the applicants **MUST** be aware that this will potentially be the only funding opportunity for next 3 years (Subject to funding).

NB: The Council will process your personal data in accordance with Mid Ulster District Council privacy statement. For further details go to <https://www.midulstercouncil.org/privacy>

1. YOUR DETAILS

1.1 Applicant Details (The applicant must be the key contact to discuss all details of this application)

Name			
	Are you the property owner or tenant? (Delete as applicable) Property Owner Tenant		
Address			
Telephone	Phone:		Mobile:
Email		Website	

2. PROPERTY DETAILS

2.1 Please provide details of the property for which the grant is being sought

Name of Business Trading in Property:	
Property Address:	
Please provide a short description of the business for which the grant is being sought.	
Are you the owner of the property? <i>(delete as applicable)</i>	Yes/No
<p>Is the business/commercial property currently vacant?</p> <p>If Yes, please provide details of the vacant business/commercial property indicating:</p> <ol style="list-style-type: none"> 1) The property's previous use as a business/commercial property 2) Should the vacant property currently exist as a residential property with plans to change use to a commercial property, a change of use planning permission should be submitted to Council prior to commencement of works 3) How it will be marketed/let as a business/commercial property after 	Yes/No

improvement works are complete			
Are you registered for VAT?	Yes/No	If yes, please provide VAT registration number.	
Has the building got 'Listed Building Status'?	Yes/No Status Type: - _____		
Have you received Listed Building Consent for the proposed works? Please note that Consent MUST be obtained prior to commencement of works	N/A		
Please state the current number of employees			

Type of Business (Please Tick the appropriate box):	Sole Trader	
	Business Partnership	
	Limited Company	
	Registered Company	
	Other (Please specify)	

2.2 Previous Funding Received

Has this property been awarded Grant Aid under previous improvement schemes? I.e., Mid Ulster Town Centre Shop Improvement Scheme / Mid Ulster Village Spruce Up Scheme	Yes / No
Please detail which scheme(s) applied for and please provide details of work completed	N/A

2.3 Please describe the current condition of the **element(s) of work** proposed to be improved/refurbished (***a current colour photograph must be attached to your application of each element of works proposed. NB: Please ensure the photograph is of high quality as it will be used for assessment purposes***)

3 PROJECT DETAILS

- 3.1 Please provide a full description of work to be carried out and the associated cost under each of the relevant headings in the tables.

Please Note:

1. Quotations **MUST** be comparable, like for like.
2. If one quote is over £4,999.99, 4 quotations must be provided; if one quote is over £29,999.99 but below EU thresholds you must appoint using a publicly advertised open or restricted tender competition.
3. All quotations should be dated and on headed paper. The funder reserves the right to have a chartered architect to check the validity of quotations/tenders. Please note that professional fees will not be eligible for grant aid, and you employ such services at your own risk, whether or not your application is successful. **PLEASE NOTE THAT A QUOTATION/TENDER WILL BE DEEMED INVALID IF THE APPLICANT IS DEEMED TO HAVE A CONFLICT OF INTEREST (A PERSONAL, PRIVATE OR FAMILY INTEREST) IN RESPECT OF THE COMPANY(S) QUOTING FOR WORK AND/OR DEEMED TO BE A 'LINKED COMPANY' (EU RECOMMENDATIONS 2330/361/EC):- COMPANIES ARE LINKED IF ONE OF THEM DIRECTLY OR INDIRECTLY CONTROLS, OR HAS THE CAPACITY TO CONTROL THE AFFAIRS OF THE OTHER.**
4. Costs should not include VAT regardless if the company is VAT registered or not.
5. All projects which receive a letter of offer in November 2019 must have works completed and claimed for by 20 March 2020.

Element of Work	Description of Work (e.g., repair, replacement of new feature, materials to be used, colour schemes)	Cost (as per quotations / tenders obtained) Excluding VAT Please cost each element of work separately and ENCLOSE the appropriate number of quotes for each element of work with your application. <i>(Failure to do so will result in your application being deemed incomplete)</i> 2 Written Quotations for elemental costs up to £4,999.99 4 Written Quotations for elemental costs from £5,000-£29,999 For any items over £30,000 but below EU thresholds you must appoint using a publicly advertised open or restricted tender competition)			
		Quote 1 (Chosen Contractor) Contractor Name	Quote 2 Contractor Name	Quote 3 Contractor Name	Quote 4 Contractor Name
Internal Works					
TOTAL COST £					

Element of Work	Description of Work (e.g., repair, replacement of new feature, materials to be used, colour schemes)	Cost (as per quotations / tenders obtained) Excluding VAT. Please cost each element of work separately and ENCLOSE the appropriate number of quotes for each element of work with your application. <i>(Failure to do so will result in your application being deemed incomplete)</i> 2 Written Quotations for elemental costs up to £4,999.99 4 Written Quotations for elemental costs from £5,000-£29,999 For any items over £30,000 but below EU thresholds you must appoint using a publicly advertised open or restricted tender competition)			
		Quote 1 (Chosen Contractor) Contractor Name	Quote 2 Contractor Name	Quote 3 Contractor Name	Quote 4 Contractor Name
External Works					
TOTAL COST		£			

3.2 Please identify if the proposed project is part of a Multiple Application (See note on page 3 of Guidance Notes)

Is project part of a Multiple Application	Yes/No
If yes, please give details below naming adjacent business/commercial premise applying	

3.3 What is the planned start and completion date for the project?

Expected Start Date:		Expected Completion Date:	
----------------------	--	---------------------------	--

NB: All applicants issued a Letter of Offer in November 2019 must have works completed and claimed by 20 March 2020. If successful, no works should commence prior to receipt of Letter of Offer.

3.4 Statutory Approvals

Is Planning Permission required for the project?	Yes/No	If yes, please state the status of your Planning Application: (Please tick)	Application to be submitted	
			Application submitted	
			Approval Received (Please enclose a copy of Planning Approval)	

NB: Planning Approval must be in place BEFORE works commence. In addition to this, any signage alterations must have approved consent to display an advertisement prior to works commencing (a copy of the approval must be sent to Knox & Clayton Architects prior to commencement of works).

Is Building Control approval required for the project?	Yes/No	If yes, Building Control Approval must be in place BEFORE payment of grant.
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Is Listed Building Consent required for the project?	Yes/No	If yes, a copy of the Listed Building Consent MUST be submitted prior to commencement of works.
--	--------	---

3.5 Please state how your scheme meets the objectives as stated in the Guidance Notes (See note on Page 2 of Guidance Notes)

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4 PROJECT COSTS AND ADMINISTRATION

4.1 Please provide details of total project cost and grant aid sought:

Total Project Cost: If VAT registered, please detail Net Cost, If Not VAT Registered, please quote Gross Cost	£
Grant Aid Sought: If VAT registered, please detail Net Cost, If Not VAT Registered, please quote Gross Cost	£

Details regarding the amount of grant-aid available through this scheme are detailed in the Guidance Notes Page 1.

4.2 Please complete details of remaining funding for the project:

Are you able to provide the remaining funding for the project? <i>(Proof of available match funding may be required on request from Mid-Ulster Council)</i>	Yes / No
Anticipated Project Duration <i>NB: Work should not commence until a 'Letter of Offer' for grant aid is received and you have signed and returned the 'Form of Acceptance' in compliance with the terms and conditions of this grant.</i>	Number of Weeks

5. DECLARATION

Notes to Applicants:

- a. Only owners/tenants of properties located **within the scheme boundaries** included within the Guidance Notes and associated maps are eligible to apply.
- b. Please note that completion of this application does not guarantee an award of grand aid.
- c. Any costs incurred in the completion of this application will be at your own expense and will not be refunded.
- d. Please note that if your application is successful, you will be required to provide documentation to Council for funding purposes before any funds can be released (e.g., bank account details, confirmation of VAT status, original bank statements)
- e. No funds can be issued until all the necessary information required by Mid Ulster District Council has been received (NB: the Council may ask for additional information at any stage of the application process).
- f. If approved, Council will issue a formal Letter of Offer for your scheme – works must not commence until a formal Letter of Offer has been signed and returned to Council. Grant aid cannot be awarded for works already carried out.
- g. Work commenced prior to a Letter of Offer being signed and returned to Council or work commenced before the required statutory approvals are in place will be deemed ineligible and will not be funded.
- h. All projects must meet the required timescales.
- i. Applicants must comply with publicity arrangements: - Consent to the business being named in and participating in any publicity produced in relation to this Scheme.
- j. It is the applicant's responsibility to comply with all relevant health and safety, including in particular The Construction (Design & Management) Regulations (Northern Ireland) 2016 for any works being carried out. For more information, please visit <https://www.hseni.gov.uk/publications/simple-guide-cdm-regulations-ni-2016>
- k. It is the applicant's responsibility to comply with all other relevant legislation.

I/We confirm that the information contained in this Application is true and accurate to the best of my/our knowledge and belief. I/We understand and agree to the above Notes and Guidance, and I/We acknowledge that if false or misleading information is provided that the Council may exclude me/us from the Scheme. I /We further acknowledge that in the event that it comes to light, following the issuing of the Letter of Offer, that false or misleading information was provided, the Council reserves the right in its absolute discretion to refuse to withhold grant monies or seek to recoup grant monies already paid.

I/We hereby apply for Mid Ulster Town & Village Business Spruce Up Scheme

Signature(s).....
(PROPERTY OWNER(S)/TENANTS)

.....

Name(s) (Print).....

Date.....

IF THE APPLICANT IS A TENANT, THE PROPERTY OWNER(S) MUST COMPLETE THE SECTION BELOW

I/We the property owner(s) give permission to _____(tenant) to
conduct and complete the works as detailed in the attached application form to: -

Property Address:

Name of Business currently located in property: _____

Signature(s).....
(PROPERTY OWNER(S))

Completed application forms should be returned to the address below in a sealed envelope
marked

Mid Ulster Town & Village Business Spruce Up Scheme

**KNOX & CLAYTON ARCHITECTS,
2A WALLACE AVENUE, LISBURN, BT27 4AA**

Or alternatively,

**Council Offices
Burn Road
Cookstown
BT80 8DT**

**Council Offices
Circular Road
Dungannon
BT77 6DT**

**Council Offices
Ballyronan Road
Magherafelt
BT45 6EN**

Please note ONLY fully completed applications will be considered. Any application submitted with missing information or incomplete questions will be deemed incomplete and subsequently rejected

PLEASE NOTE

- **A Fully Completed Application Form - the following sections must be completed in full to warrant a fully completed Application:**
 - **Your Details**
 - **Property Details**
 - **Project Details**
 - **Project Costs & Administration (including adequate quotations/tenders)**
 - **Declaration Completed**
 - **Completed Property Owner Declaration**
- **Submission of all necessary documents as per section 6 page 13 of the application form – Please ensure all required documentation required is enclosed with your application, as no documents will be accepted after 4pm on Wednesday 18th September 2019.**

LATE OR INCOMPLETE APPLICATIONS WILL NOT BE CONSIDERED: THEY WILL BE DEEMED INCOMPLETE AND WILL SUBSEQUENTLY BE REJECTED.

CLOSING DATE FOR COMPLETED APPLICATIONS
WEDNESDAY 18th SEPTEMBER 2019 AT 4PM

6 DOCUMENTATION REQUIRED

Failure to fully complete the application form and submit the required documentation below will result in your application being deemed incomplete and will subsequently be rejected.

6.1 Please provide the following documentation as part of your application:

	Attached (Please tick)
Completed application form, signed appropriately by the tenant/property owner as per page 11	
Colour photograph showing the element(s) of works proposed to be improved / refurbished.	
Detailed costs for any works to be completed in Section 3.1. Please ensure to cost each element of work separately and ENCLOSE the appropriate number of quotes for each element of work with your application.	
If applying for a property which is currently vacant evidence must be provided that: 1) The property's previous use as a business/commercial property 2) Should the vacant property currently exist as a residential property with plans to change use to a commercial property, a change of use planning permission should be submitted to Council prior to commencement of works 3) How it will be marketed/let as a business/commercial property after improvement works are complete	
If proposed works require planning permission this must be in place prior to works commencing - a copy of permission MUST be attached if planning approval has been granted	
If proposed works require consent to display an advertisement this must be in place prior to works commencing – a copy of approval MUST be attached if it has been granted	
If proposed works require listed building consent, this must be in place prior to works commencing – a copy of approval MUST be attached if it has been granted.	
Property owner has signed the declaration.	

NB: Make a copy of this application and any supporting documentation for your own records as we do not intend to return any information supplied unless specifically requested.

Mid Ulster Town & Village Business Spruce Up Scheme



Supporting Local Business

Individual Scoring Assessment Sheet

SECTION A:

1. Applicant Details:

Name of Applicant:			
Address of Applicant:			
Tel No:		Email Address:	
Name of Business:			
Property Address:			
Total Project Cost:		Grant Aid Requested:	

2. Checklist

Eligibility Criteria	Yes	No
Is the property located within the boundary of the scheme as defined in the Guidance Notes.?		
Is the property type eligible for the scheme? (I.e., Commercial, NOT a bank, building society, charity shop, government organisation, community groups / clubs, sports groups / clubs, or social clubs?)		
Has the application form been signed by tenant and / or property owner?		
Has a colour photograph of the element of works proposed to be improved/refurbished been provided? (Interior and/or Exterior)		
Are written quotations from bonafide reputable contractors, of which there is no conflict of interest between the applicant and the companies who have the provided quotations?		
If for a vacant business/commercial property, has the following evidence been provided:-		

1) That it was previously used as a business/commercial property (If this is not evident from the supplied photograph then evidence (old photographs, rates bills, etc.) must be provided 2) Should the vacant property currently exist as a residential property with plans to change use to a commercial property, a change of use planning permission should be submitted to Council prior to commencement of works. 3) That it will be marketed/let as a business/commercial property after improvement works are complete. Evidence must be provided of how this will be achieved and actively promoted.		
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3. Assisting documents checklist

	YES	NO	Is this permission needed for this scheme
Has a copy of planning permission been submitted?			
Has a copy of listed building consent been submitted?			
Has a copy of building control consent been submitted?			
Has a copy of advertising consent been submitted?			

Have detailed costs been provided (two/four written quotations / tenders as appropriate)?

NB: Both written quotations for elementary costs up to £4,999.99 MUST be less than £5,000.00 or 4 quotations are required.

Individual Element	2 Written Quotations for elementary costs up to £4,999.99			4 Written Quotations for elementary from £5,000-£29,999			For any items over £30,000 but below EU thresholds you must appoint using a publicly advertised open or restricted tender competition)		
	Yes	No	N/A	Yes	No	N/A	Yes	No	N/A

For Section B, please provide a score for each question in the box provided. Weighting criteria is provided for each question individually.

Please note all applications must score a minimum of 40% to be considered for funding.

SECTION B

1 – CURRENT CONDITION OF ELEMENT(S) TO BE GRANT AIDED (25%)

Scoring Breakdown

Weighting Criteria	Assessment Comments
Very Poor / Non-Existent	Element(s) not fit for purpose / have an unsightly visual contribution to the street scape
Poor	Element(s) are in bad repair / have an unsightly visual contribution to the streetscape
Average	Element(s) in need of repair / works will improve the visual impact of the street scape
Very Good	Element(s) are in good condition, but minor works will improve the visual impact of the street scape
Excellent	Element(s) do not have a negative impact on current street scape / any works will not improve the visual impact of the street scape

Weighting Criteria	Score	Comments
Very Poor/Non-Existent 25%		
Poor 20%		
Average 15%		
Good 10%		
Very Good 5%		
Excellent 0%		
Score in this Section		

2 – IMPACT PROPOSED ELEMENT/ELEMENTS OF WORK WILL MAKE (25%)

Scoring Breakdown

Weighting Criteria	Assessment Comments
None	Works will not improve the visual contribution to the street scape
Minor	Works will have a minor contribution to the visual impact of the street scape / will not drastically change the street
Average	Works will have a positive impact on the visual aesthetics of the street scape / noticeably enhance the street scape
Good	Works will improve the attractiveness of the street scape
Very Good	Works will greatly improve the visual impact of the street scape / noticeably change the street elevation

Transformation	Works will transform the street scape completely / element(s) will be unrecognisable
----------------	--

Weighting Criteria	Score	Comments
None 0%		
Minor 5%		
Average 10%		
Good 15%		
Very Good 20%		
Transformation 25%		
Score in this Section		

3 –VALUE FOR MONEY (25%)

Value for money calculated as: Impact (points) ÷ Grant Sought (in thousands to nearest £500)

EXAMPLE 1 Average Impact(12) ÷ Grant Sought(£5000) = $12 \div 5 = 2.4$ =Score of **10%**.

EXAMPLE 2 Very Good Impact(24) ÷ Grant Sought(£2000) = $24 \div 2 = 12$ =Score of **25%**.

Weighting Criteria	Score	Comments
0-1.999 - 5% Poor		Impact = ----- Grant Sought = Value for Money = Score =
2-3.999 - 10% Average		
4 – 7.999 - 15% Good		
8 – 11.999 - 20% Very Good		
12 – 30 - 25% Excellent		
Score in this Section		

4 –MULTIPLE APPLICATION (10%)

Weighting Criteria	Actual Score	Comments
Not Multiple Application 0%		
Multiple Application as part of 2 properties 5%		
Multiple Application as part of more than 2 properties 10%		
Score in this Section		

5- VACANT BUSINESS/COMMERCIAL PROPERTY (10%) No Commercial activity taking place at time of application, can be long or short term vacant

Weighting Criteria	Actual Score	Comments
Not Vacant Business/Commercial Property 0%		
Vacant Business/Commercial Property 10%		
Score in this Section		

6- PROPERTY'S FIRST SUBMISSION (5%)

Weighting Criteria	Actual Score	Comments
No previous grant aid has been awarded to this property under previous improvement schemes 5%		
Grant aid has been awarded previously under an improvement scheme by Mid Ulster District Council 0%		
Score in this Section		

Summary:

		Maximum Score	Actual Score
1	CURRENT CONDITION OF ELEMENTS TO BE GRANT AIDED	25	
2	IMPACT OF PROPOSED ELEMENT	25	
3	VALUE FOR MONEY	25	
4	MULTIPLE APPLICATION STATUS	10	
5	VACANT BUSINESS/COMMERICAL PROPERTY	10	
6	PROPERTY'S FIRST SUBMISSION	5	
Total Score:		100	

Recommended Grant Aid:	
-------------------------------	--

Signatures of Assessment Panel:	Date:



Comhairle Ceantair
Lár Uladh
Mid Ulster
District Council

Mid Ulster Town & Village Business Spruce Up Scheme

Supporting Local Business



Commencement Inspection Report

Application Ref No.			
Applicant Name			
Business Name			
Property Address			
Photograph (Before Works Commence)			
Is the photo supplied with the application a true reflection of the current condition of the premises	Yes		
Have any of the funding works been carried out (if yes list within comments section)	No		
Planning Approval Granted	Ref No:	Building Control Approval Granted	Ref No:
Listed building Consent Granted	Ref No:	Advertising Consent Granted	Ref No: -
SUMMARY OF WORKS			
Element of Works	Description of Works		
Internal Works	•		

External Works	<ul style="list-style-type: none">
Other (Please Specify)	
Comments	
Date Works Due to Commence	
Date Works Due to Complete	
Inspection Conducted by	
Inspection Date	
Signed (original)	

Mid Ulster Town & Village Business Spruce Up Scheme



Supporting Local Business

Section B: Final Site Inspection

Application Ref No.	
Applicant Name	
Business Name	
Property Address	
Photograph of Property before Works	
Photograph of Property on Completion	
Date of Completion	
Has the work been carried out within the required timescale (30th March 2020)	
Verification of Statutory Approvals attached	
Has the works been completed in accordance with the application	

Summary of Works

Element of Works	Description of Works	Progress of Works
Internal Works		
External Works		
Other (Please Specify)		

QUALITY OF WORKS

	1 Very Poor	2 Poor	3 Average	4 Good	5 Excellent
Quality of materials					
Quality of Workmanship					
Comments					

IMPACT OF SCHEME IN RESPECT TO:

	1 Poor / No Impact	2 Little Impact	3 Average	4 Good	5 Excellent
Visual Improvement of the external structure of the property					
Visual Improvement of the internal structure of the property					
Contribution to overall townscape					
Comments					

Final Inspection Conducted by	
Final Inspection (date)	
Grant Offered	
Recommendation to Pay Grant	

Comments on impact of Scheme	
Signed	
Date	

21 March 2023

Dear Colleague

As you may be aware ESF funding for employability programmes ceases across Northern Ireland on 30th March 2023. Unfortunately this includes the funds for 3 of our programmes namely Community Family Support, Up for Work and Jobmatch.

We would like to thank you sincerely for all the support you have provided for these initiatives over the past 5 years. It has helped ensure that they were well known to clients across the whole community and that the maximum number of people benefited from the employment, training and mentoring opportunities available.

I am pleased to report that of the 4,333 people who engaged on these programmes some 34% found work and 20% progressed to further training or education.

I would also like to highlight that Network Personnel currently operates a number of other employment programmes including Apprenticeships and 'Access all Areas' and as such, our support for those seeking to build skills and find employment is ongoing.

Moreover, we are awaiting the outcome of a number of other funding applications and look forward to continuing our joint working relationship for the benefit of all.

Thank you again.

Best regards



Ann McBride
Programme Manager