

## APPENDIX II

*Please ensure to have this form complete and signed. Failure to do so may result in your application becoming invalid.*

### **SECTION A – DECLARATION** (Only tick the boxes that apply to your application)

#### **GRANT APPLICATIONS TO REFURBISH A PRINCIPAL PRIVATE RESIDENCE**

**I hereby declare that:**

- ☐ I intend to refurbish and live in the vacant/derelict property listed below as my primary place of residence.
- ☐ I am aware that clawback conditions will apply if I cease to reside in the dwelling as my principal private residence in the next ten-year period from the payment of the grant.
- ☐ I confirm the house will comply with the minimum accommodation standards.

#### **GRANT APPLICATIONS TO REFURBISH A PROPERTY THAT WILL BE AVAILABLE TO RENT**

**I hereby declare that:**

- ☐ I intend to refurbish the vacant/derelict property and make it available for rent.
- ☐ I confirm that the tenant will be registered by me with the Residential Tenancies Board (RTB).
- ☐ I confirm that annual evidence of registration of the tenant with the Residential Tenancies Board (RTB) will be submitted annually to Longford County Council for the next 10 years.
- ☐ I am aware that clawback conditions will apply if the property is not available to rent within the ten-year period from the payment of the grant.
- ☐ I am aware of the requirements by law to comply with the standards for rental housing and ensure that the property is fully compliant with fire safety and minimum standards regulations for rental properties. *Standards for Rented Houses* - <https://www.irishstatutebook.ie/eli/2019/si/137/made/en/print>.

**PLEASE SET OUT THE PROPERTY DETAILS BELOW:**

Any reference to "Land" includes all property - buildings, dwellings, etc. All land interest in the State should be declared including the address of private and holiday homes. You should declare your home residence in Section A of the form if you are the title holder or joint title holder.

CURRENT PROPERTY	
Address:	
Eircode:	
Folio Number:	
Property Status:	<input type="checkbox"/> Family <input type="checkbox"/> Rental <input type="checkbox"/> Sold

PROPERTY CROÍ CÓNAITHE APPLICATION	
Address:	
Eircode:	
Folio Number:	
Property Status:	<input type="checkbox"/> Negotiation <input type="checkbox"/> Purchased

➤ What grant you are applying for?

☐ Vacant Property Refurbishment Grant €50.000

☐ Derelict property top-up grant €70.000

➤ Is the property you are applying a Protected Structure?

☐ YES ☐ NO

➤ Do you have any other properties registered in your name?

☐ YES ☐ NO

If YES, please list it below:

PROPERTY 01	
Address:	
Eircode:	
Folio Number:	
Acquisition (Year)	

PROPERTY 02	
Address:	
Eircode:	
Folio Number:	
Acquisition (Year)	

➤ Are you extending your property?

☐ YES ☐ NO

○ If YES, does it require planning permission? (More than 40 sqm)

**Please note:** You are advised to get a **Certificate of Exemption** from an independent engineer confirming that your extension will be exempt from planning, as it is under 40 sqm. Alternatively, you can submit a Section 5 Declaration of Exemption application to the Planning Department in Longford County

Council. This is a formal request to determine whether your proposed development requires permission or is considered exempt. You can contact the Planning Department at (043) 334-3409 or (043) 334-4247, or via email at [planning@longfordcoco.ie](mailto:planning@longfordcoco.ie), for more details.

While you are **not** required to share plans for exempt extensions under the Vacant Property Refurbishment Grant Scheme, it is **advisable** if you would like to submit them as supporting documentation for review.

➤ **Have you inherited any property?**

☐ YES ☐ NO

If **Yes**, please list it below:

PROPERTY 01	
Address:	
Eircode:	
Folio Number:	
Acquisition (Year)	

PROPERTY 02	
Address:	
Eircode:	
Folio Number:	
Acquisition (Year)	

## **SECTION B - LOCAL AUTHORITY PURCHASE AND RENOVATION LOAN**

**I hereby declare that:** *(please mark one answer only)*

- ☐ I have **NEVER** applied for any Local Authority Home Loan.
- ☐ I have **PREVIOUSLY** applied for a Local Authority Home Loan.
- ☐ I am **CURRENTLY** applying for a Local Authority Purchase and Renovation Loan in conjunction with the Vacant Property Refurbishment Grant (Croí Cónaithe).

○ **What is the Loan Type** ☐ Mortgage ☐ Renovation ☐ Both

- Have you had your Local Authority Purchase and Renovation Loan approved by Longford County Council Loan Department: ☐ Yes ☐ No ☐ Pending
- If Yes, please state approval date: \_\_\_\_/\_\_\_\_/\_\_\_\_
- Application number: \_\_\_\_\_

### **SECTION C - SEAI HOME ENERGY GRANT**

I hereby declare that: (please mark one answer only)

☐ I am **NOT** applying for any works covered by SEAI Better Energy Homes Scheme in conjunction with the Vacant Property Refurbishment Grant (Croí Cónaithe).

☐ I am **CURRENTLY** applying for works covered by SEAI Better Energy Homes Scheme in conjunction with the Vacant Property Refurbishment Grant (Croí Cónaithe).

SEAI Grants include Attic Insulation up to €1,700, Cavity Wall Insulation up to €1,700, Internal Insulation up to €4,500, External Wall Insulation up to €8,000, Heat Pump Systems up to €6,500, Solar PV up to €2,400.

If you are applying or intend to apply for any works covered by SEAI, please list the works below:

APPLICATION DATE:

I hereby declare that:

☐ I am aware that works covered by SEAI Better Energy Homes Scheme will not also be provided for under the Vacant Property Refurbishment Grant and that Longford County Council will ensure by adequate checks of addresses in this regard that proposed works are not claimed for under any other grant.

## **SECTION D – DATA PROTECTION**

For information on how Longford County Council processes personal data, please refer to our privacy policy on our website [www.longfordcoco.ie](http://www.longfordcoco.ie).

- ☐ I confirm that all information given above is true and complete and authorize Longford County Council to make any inquiries that it considers necessary or to verify the information from whatever sources it may choose for confirmation. I understand that if I knowingly make any false statement in my application with the intention of deceit, I may not be eligible to avail of this scheme or any other future schemes run by Longford County Council.
- ☐ I declare that I intend in good faith to reside in the dwelling as my principal private residence **OR** make it available to rent on completion of the qualifying works at the dwelling.
- ☐ I understand clawback conditions will apply in case I fail to comply with the rules of the scheme.
- ☐ I acknowledge that, as a condition of availing the Local Authority Purchase and Renovation Loan (LAPR) for purchasing and/or renovating the property, I will be required to sign a Grant Payment Authority letter authorising the payment of the Vacant Property Refurbishment Grant directly to Longford County Council mortgage lending section (Loan Department).

Applicant's Name: \_\_\_\_\_

Applicant's Signature: \_\_\_\_\_

Date: \_\_\_\_ / \_\_\_\_ / \_\_\_\_

**PLEASE SIGN AND RETURN THIS DOCUMENT TO LONGFORD COUNTY COUNCIL**