



Comhpháirtíocht Leader Waterford Leader
Phort Láirge Partnership

Decision of Evaluation Committee

Project ID	31LDRWAT107270
Project Type:	Capital
Project Name:	The Language People
Promoters Name:	The Language People
Address:	1 Shandon St, Dungarvan
Description:	The promoter is seeking funding for the refurbishment and fit out of a recently purchased property to develop and extend the capacity of the language school. The new facility will have four classrooms which will enable more courses to be added to existing services as the current premises is limited to two classrooms. This will enable Dungarvan Language School to promote to a wider audience and attract more students.
Theme:	Theme 2: Economic and Enterprise Development
Sub-theme:	SA 2.1 Capital investment in existing and start up technology, graduate orientated rural businesses
Link to LDS	As above, investment in existing and start up technology and graduate orientated rural business

Total Project Costs	€107,706.28		
Eligible Project Costs	€107,706.28		
Funding sought by promoter:	€53,853.14		
Funding recommended by Evaluation Committee:	€53,853.14		
Details of private funding:	€53,853.14 loan		
Voluntary Labour: YES / NO (If yes provide detail)	No		
Synopsis of project:	Adaptation of an existing old building into a modern functional language school and fit out of equipment		
Detail exactly what WLP will be funding (List items from Project Assessment Report)	Detail	Total Cost (Expenditure)	Grant Aid recommend by the Evaluation Committee @ 50 %
	Construction	102,717.50	€51,358.75
	Fit Out	4,988.78	€2,494.39
Total Funding		€107,706.28	€53,853.14

Was an assessment completed?: Date: <u>6th July '18</u>	Yes
Are detailed costings provided for the project? Were the costs for the project considered reasonable and how was this measured?	Yes, direct tendering was used and the lowest tender used to select the chosen contractor to carry out works. Direct tendering was also used for equipment and the MEAT process used to select the chosen supplier
Where the procurement process resulted in less than 3 quotes, the EC must show the additional steps taken to ensure the reasonableness of costs:	Not applicable
Innovative Element of the project:	The development of the language school to facilitate year round English language courses will provide more revenue both for the school and the town. More families will be attracted to the town through full programmes for adults and children
Consideration of Deadweight:	This project would not go ahead without grant aid as the promoter would not be able to finance the refurbishment and fit out of the building.
Consideration of Displacement:	While there are other language schools in Cork and one in Waterford City, the promoter is selling the location as well as the courses. The Language School offers full student packages including accommodation and activities and Dungarvan offers more reasonable costs for same. They are also unique in the variety of language services on offer and the customised packages available. There is a summer pop up language school that operates during the summer period only with very limited facilities.
Economic justification for project:	The expansion of the language school means more students coming to the area, the requirement for more activity investment and knock on effect on local services in the town. Hosting students also creates a desire for families to visit and creates more foot fall for the town.
Average Score for Project:	78/100
50% level of aid & ceiling:	€53,853.14
E. C. Executive Summary/Rationale for Funding	The Evaluation Committee agreed to recommend funding this project for the following reasons:- 1. The Evaluation Committee agreed that funding this project is a good use of Rural Development funds as funding will create jobs and generate additional activity in the area. The Evaluation Committee agreed to recommend funding this project with the following conditions:- • Subject to getting a Fire Certificate • Complies with all Health and Safety requirements. - A maximum of €€53,853.14 or 50% of eligible expenditure, whichever is the lesser.

Jobs Created	Jobs Sustained	Match Funding	Previous Grant Aid Received
2ft	3pt	€53,853.14 loan	€0

Confirmation that agencies / communities are supportive of the proposed project.	Date of Confirmation	Signed By
Local Enterprise Office	11th July '18	Brid Kirby

Detail of Discussion: The following were the main points raised in the discussion of the project:-

- Ms Claire Connors briefly outlined the project to the Evaluation Committee advising that the school was set up in 2015 by Ms Maud Cunningham. The current premises has a tiny reception area down stairs and two class rooms upstairs but due to continued growth of the business is no longer suitable. The promoter purchased a bigger neighbouring property and are seeking funding towards the refurbishment and fit out.
- Ms Connors advised that the Language School offers traditional one on one grinds for school children along with language classes for adults. The promoter sees a huge market for the adult lessons and offers an all-inclusive experience whereby she will organise a package including accommodation, lessons and activities. During the summer months she hires the Ard Scoil na Deise to accommodate students and will continue to do so.
- The Evaluation Committee queried if the size of the premises purchased will be suitable for requirements and also queried if she was going to continue to rent the current premises as it is unclear from the application? Ms Connors advised that the new building is double the size of the rented premises being 2000 sq. foot and has a bigger back garden. It is not the intention to continue using the current rented premises. The reference in the application to the sq. footage of both was just for comparison purposes.
- The Committee expressed concerns about the suitability of the building noting that it is an old fashioned dwelling house. Ms Connors advised that the promoter purchased the building for only €65,000 and is going to spend over €100,000 renovating it and making it fit for purposes.
- It was confirmed that the new school will cater for a maximum of 36 students and will include a small canteen where the students can help themselves.
- The match finance is being provided by the promoter's brother as a loan.
- A discussion took place on the lack of regulation for private schools and if there are any standards or guidelines. It was pointed out that there is a checklist for public buildings available.
- A query in relation to the H&S aspect was raised and if any conditions were included with the planning permissions. It was noted that the building is a protected structure. It was clarified that the only condition of planning related to the operating times. Planning does not specify health and safety but a fire cert must be obtained prior to any payment being made. The fire cert will specify the width of doors, escape routes, wheelchair access, etc. It was confirmed that they are using Aspect Architects.
- It was confirmed that the promoter is TEFL approved and has a contract from the Department and gets contract work from the ETB.
- The Evaluation Committee noted that the total employed is very respectable with the approx. 8 full time equivalents. Funding will sustain existing employment and create three new jobs.
- It was agreed that the promoter business brings a good number of people into the town generating activity.
- The Evaluation Committee agreed that the promoter has the skills and experience to deliver the project successfully.

The Evaluation Committee agreed to recommend funding this project with the following conditions:-

- Subject to getting a Fire Certificate
- Complies with all Health and Safety requirements.

- A maximum of €€53,853.14 or 50% of eligible expenditure, whichever is the lesser.

Amount Recommended: €53,853.14	50% of Eligible Project Funding: €107,706.28
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Signed: _____

Signed: _____

Chairperson of Evaluation Committee

Committee Member

Date: _____

Date: _____

Issues / Queries raised by Evaluation Committee	Project Officers Response

Signed: _____ Claire Connors _____

Dated: __22nd Aug '18_____

WLP Project Officer





Overall Evaluation Committee Scoring Record

Date: 13th August 2018

Time: 11am to 3pm

Project Title: The Language People

Project Reference Number: 31LDRWAT107270

Assessment Criteria	Objective	Issues raised by Evaluation Committee	Weighting	Score
Compatibility with Local Development Strategy	Do the project proposals meet the criteria set out in the LAG business plan for the relevant measure?		Yes Yes	
Innovation	Is the product innovative in its nature and does it displace existing enterprises? - Product / Service 9/19 <u>4</u> - Displacement 5/19 <u>3</u> - Job Creation 5/19 <u>3</u>		19	15
Promoters experience	Does the promoter have the training/skills, track record or experience to deliver? - Standards of Operation 6/25 _____ - Track Record 6/25 _____ - Structure of Business 6/25 _____ - Necessary skills base 7/25 _____		25	21
Financial Viability	Are the project costs justifiable (reasonableness of costs) and / is funding available to co-fund the project? - Overall Costs 7/25 <u>5</u> - Co Funding 6/25 <u>5</u> - Financial Plan 6/25 <u>4</u>		25	18

	- Deadweight	6/25	4		
Sustainability	Is the project viable and will the service continue to be delivered?			13	10
Requirement	Does the proposal target a specific need or address a specific gap in the market?			18	14
Total				100	78

N.B. Project must receive a minimum score of 65% prior to being recommended for approval.

- Has the potential level of deadweight been assessed for this project? YES / NO
- i.e. would the project proceed without LEADER funding? YES / NO

Recommendations of the Evaluation Committee: Approved

Signature: 

Signature of Evaluation Committee Chair

Date: 13/08/2018

Denise Walsh

From: [REDACTED]
Sent: Thursday 23 August 2018 11:34
To: Denise Walsh
Subject: Re: August Minutes

Denise,

I am in agreement with draft minutes.

Regards

Paul Clerkin.

On 2018-08-22 15:49, Denise Walsh wrote:

Hi Paul,

Attached please find the amended minutes for you to review.

Thanks & Regards,

Denise Walsh

Administrator / Riarthóir

Waterford Leader Partnership CLG

Lismore Business Park,

Mayfield,

Lismore,

Co. Waterford.

Charities Regulatory Authority No.20070748

