



Circular No: 01 - 2020
From: LEADER Policy and Operations Unit
To: All LAGs and Implementing Partners
Date Issued: 17th January 2020
Subject: LEADER Payment Claims - Capital Site visits requirements

This Circular is being issued following the recent release of Phase 3 on the LEADER I.T. system, which includes a new requirement on Capital Site Visits.

In cases where the Article 48 Checking body decides not to carry out a Site Visit on the project itself, the Article 48 User, at Stage 5, must enter the relevant Capital Site information for every project claim in the Article 48 Capital Site Visit text box on the LEADER IT System, using only one of the following points as outlined below:

- Less than 75% of the LEADER amount has been claimed;
- The LEADER grant amount is less than €5,000 as the operation in question is a small investment.
- The Article 48 Checking Body is satisfied that the report and photos submitted, together with the other Article 48 checks undertaken, indicate that the “risk that the conditions for receiving support are not met is low, or that the risk that the investment has not been realised is low.”
- The project does not involve construction, acquisition or improvement of immovable property or the purchase of new machinery and equipment.

Article 48 Users should never use text such as “Not applicable, N/a, not required”, only the prescribed text.

The Article 48 Manager, at Stage 6 of the project claim, must open the Capital Site Visit record that has been created and click the checkbox confirming that the text entered is correct.

The below example demonstrates how a claim should be completed.



Completed By	
Capital Site visits Comments *	Pobal have not completed an On-Site Inspection of this project as per Circular 05/2018 – as less than 75% of the LEADER grant amount has been claimed.
Capital Site visit Comment Date *	19/12/2019
Review	
Capital Site Visit Review ☒	Capital Site Visit Reviewed by Karen Clinton

This note should be read in conjunction with Department Circular 7/2019 which is attached for the attention of all LAG/IP Users and Article 48 Users and Managers.