



Circular No: 03 - 2020
From: LEADER Policy and Operations Unit
To: All LAGs and Implementing Partners
Date Issued: 13 March 2020
Subject: Project promoter contract expiry

Following on from the Department's recent request for LAGs to update all contract related data on the LEADER IT system, approximately 180 instances of uncompleted contract award dates still remain on the LEADER IT System record, for projects at Stage 15.

Pobal has added a suite of user reports which will facilitate the LAGs' ongoing monitoring of contract related information for relevant projects for their LDS Area.

The update includes the following reports, which can be readily accessed via the dropdown menu in the Active Projects report menu.

- Contract Completion (Next 30 Days)
- Contract Completion (Next 60 Days)
- Contract Completion (Next 90 Days)
- Contract Complete and Final Claim Not Paid
- Contract Complete in Past or Next 60 days & No Final Claim Paid & Balance > €0
- Contract Dates Not Populated and Project Approved

Per Section 8.4 of the LEADER 2014 – 2020 Operating Rules, LAGs are required to monitor and review the progress of all projects and engage with promoters as appropriate as expenditure incurred outside the contract timeframe, i.e. incurred between the conclusion of a contract and the date the LAG approves the extension, is ineligible.

The LAGs must complete regular reviews of their contract related data and ensure that contract extension requests from promoters are approved in advance of the expiry date of the contract. Use of the above user reports will identify projects coming close to contract expiry date and remove the occurrence of unwanted contract lapses.

LAGs are requested to advise the Department of a designated contact(s) with responsibility for maintaining its LEADER IT System contract data records, details of whom should be



emailed to Darren McDonagh at article48@drcd.gov.ie by next Friday, 20th March 2020. Your co-operation in this matter is greatly appreciated.

LEADER Policy & Operations Unit