



**APPLICATION FOR GRANT AID FOR  
MAJOR CAPITAL WORKS**

**FOR FIRST LEVEL SCHOOLS**

***FORM FLE***

*Please forward a copy of the Enrolment Policy of your school (see section 15 (2)(d) of the 1998 Education Act) with this application.*

**School Capital Appraisal Section,  
Portlaoise Road, Tullamore, Co. Offaly  
Telephone 057 9324300**

**PART 1: SCHOOL DETAILS**

<b>School Name:</b>			
<b>School Address:</b>			
<b>County:</b>		<b>Eircode:</b>	
<b>Roll Number</b>	<b>School Telephone Number</b>	<b>School email address</b>	

**Please give details of contact person**

Name	
Role in school	
Phone number	

**PART 2: PROJECT DETAILS**

**2.1 Please state type of accommodation required and why it is necessary:**

Type:	Please give details
<b>New Building</b>	<div style="border: 1px solid black; height: 100px; width: 100%;"></div>
	<p>Can existing site host new building if sanctioned? In the event that an alternative site is sanctioned, state proposed future use of existing school. Is it available to the Department for educational use?</p>
<b>Extension</b>	<div style="border: 1px solid black; height: 100px; width: 100%;"></div>
<p>Extensive refurbishment/conversion works, please give details:</p> <div style="border: 1px solid black; height: 100px; width: 100%;"></div>	
<p>Specialised facilities, please give details:</p> <div style="border: 1px solid black; height: 100px; width: 100%;"></div>	
<p>Other, please give details:</p> <div style="border: 1px solid black; height: 100px; width: 100%;"></div>	
<p>In the opinion of the Board of Management a band rating of _____ should be allocated to this proposed project.            Please refer to the <a href="#">Amended Criteria for Prioritising Large Scale Projects</a> (Primary and Post Primary) which is available on the website <a href="http://www.education.ie">www.education.ie</a> and outline why you consider this banding to be appropriate.</p> <div style="border: 1px solid black; height: 100px; width: 100%;"></div>	

**PART 3: ENROLMENT DETAILS**

**3.1 Please outline details of recent, or proposed, housing developments in the area** *(if you are applying for additional accommodation due to a projected increase in pupil numbers)*

**3.2 Enrolment details**

Current enrolment as at 30 September 20__			
Projected enrolment next September 20__			
Do you anticipate that the current level of enrolments will be sustained for the foreseeable future?	<input checked="" type="checkbox"/>	Yes	No
Comment on possibility of amalgamation with other school(s) in the area <i>(please use a separate sheet if necessary)</i>			

**PART 4: STAFFING DETAILS**

**4.1 Teaching staff**

Number of teachers at date of application	<b>Principal + _____ Mainstream class teachers</b>
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**4.2 Give details of the following specialist teachers currently serving in your school**

Type	No. of Teachers	Full Time / Shared	Number of Hours	Indicate Roll Number of school this post is shared with <i>[This is mandatory]</i>
General Allocation Model (formerly LS)				
Resource				
Language Support				
Home/School Community Liaison				
Support Project				
Other (give details)				
Other (give details)				

## PART 5: EXISTING ACCOMMODATION

### 5.1 School Building – please provide details or tick ✓ as appropriate

Year that school was built			
Lease dates	from _____ to _____		
Approximate gross area of permanent school building at ground floor level	_____ m <sup>2</sup>		
If extended at any time, give details and state year of extension(s).			
If refurbished at any time, give details and state year of refurbishment			
Total area of site	_____ hectares/acres <i>delete as appropriate</i>		
Is the school single storey?	Yes	No	
Is the school building suitable for a permanent extension?	Yes	No	

### 5.6 Please tick yes or no to the following questions

Are your school building(s), grounds or other features listed for protection as architectural heritage in the current Development Plan prepared by the Local Authority?	✓	Yes	No
Are your school building(s), grounds or other features being considered or likely to be considered for protection as architectural heritage by the Local Authority?	✓	Yes	No
Has your school been tested for:			
Asbestos <i>If Yes by who _____ and when _____</i>	✓	Yes	No
Radon <i>If Yes by who _____ and when _____</i>	✓	Yes	No

**If you wish you may include a copy of any recent technical report you may have on the building(s) or site and photographs to support application.**

**5.2 Please give details of accommodation and current use** *(attach an additional sheet if necessary)*

m <sup>2</sup>	Actual size m <sup>2</sup>	Number of permanent classrooms	Current use of each room as applicable	
<40				
≥40<50				
≥50				
		Number of prefabricated /portacabin classrooms	Current use of each	Monthly rent (if applicable)
<40				
≥40<50				
≥50				

**5.3 Other accommodation not included above.**

Please tick ✓ and enter m<sup>2</sup> (If rented please give details)

	Yes	m <sup>2</sup>	Rental Details (if applicable)
Principal's Office			
General Office			
Staff Room			
Multi-purpose Room			
GP Room			
Library			
Others (Please specify)			

**5.4 If the school uses any other premises please give details**

<b>m<sup>2</sup></b>	<b>Details</b>	<b>Current use of each</b>	<b>Monthly rent (if applicable)</b>

**5.5 Is there a pre-school or other user operating from the school premises or located on the school site?** Yes  No

*If yes, please give details including arrangements between school and pre-school/other operator.*

<b>m<sup>2</sup></b>	<b>Permanent or prefab</b>	<b>Current Use</b>	<b>Previous use of area</b>	<b>Monthly rent received (if applicable)</b>

**PART 6: MAINTENANCE PROGRAMME**

Please refer to the maintenance manual "Maintenance Matters" which was issued to all national schools in 1997

**6.1 Please give details**

Please ✓ as appropriate		
Do you have a cyclical repair/maintenance programme for the following:	<b><u>Yes</u></b>	<b><u>No</u></b>
painting?		
external fabric of the building?		
renewing floor finishes?		
mechanical and electrical including boiler maintenance?		
Average annual amount spent on maintenance over last five years	€	
Sources from which maintenance is funded		
Additional information on maintenance programme <i>(please use an additional sheet if necessary)</i>		



## **PART 7: ADDITIONAL INFORMATION/DOCUMENTATION**

Any additional supporting documentation must be securely attached to the back of the application form and listed below. This page can also be used for any other information relevant to the application.

### **Attachments Enclosed**

### **Other Relevant Information**

#### **Please note:**

- ✓ Information provided is subject to the Freedom of Information Act 2014
- ✓ Remember to include a copy of the enrolment policy of your school with this application (see section 15 (2)(d) of the 1998 Education Act)

**DECLARATION &  
CERTIFICATION**

We hereby make this application to the Department of Education & Skills for capital funding for accommodation outlined in this application on behalf of \_\_\_\_\_ National School, \_\_\_\_\_ in the County of \_\_\_\_\_, Roll Number \_\_\_\_\_.

We certify that all of the information given in this application is true and complete to the best of my knowledge and any material change in circumstances will be notified immediately to the Planning and Building Unit of the Department of Education and Skills.

In accordance with Section 15 of the Education Act 1998, we certify that the Board of Management has consulted with the Patron/Trustees and the Patron/Trustees has/have examined the completed application form and agree/s to the application being made.

We have read this document relating to the Scheme for Capital Funding and we are aware of and agreeable to the condition that if this application is successful and results in capital funding being provided; that this funding must be secured legally.

We understand and declare that this application is made subject to contract and does not constitute, form part of or give rise to an agreement or contract with the Minister for Education and Skills.

**Chairperson's Name:** \_\_\_\_\_ (block letters)

**Signed:** \_\_\_\_\_ **Date:** \_\_\_ / \_\_\_ / 20\_\_\_

**Principal's Name:** \_\_\_\_\_ (block letters)

**Signed:** \_\_\_\_\_ **Date:** \_\_\_ / \_\_\_ / 20\_\_\_

*In the case of schools under Catholic Patronage specific Patron agreement is required*

**Patron's Name:** \_\_\_\_\_ (block letters)

**Signed:** \_\_\_\_\_ **Date:** \_\_\_ / \_\_\_ / 20\_\_\_