



Rialtas na hÉireann
Government of Ireland

Application Form

Defective Concrete Blocks Grant Scheme

Application for Stage 1: Confirmation of Eligibility

Remediation works must not commence prior to written approval from the local authority

Please complete and submit to

Defective Concrete Blocks Grant Scheme
Central Housing Office
Mayo County Council
College House
Station Road
Swinford
Co. Mayo, F12 V126

Overview of Defective Concrete Blocks Grant Scheme

1. Purpose of the grant scheme

The Defective Concrete Blocks Grant Scheme is available to financially assist homeowner(s) to remediate their dwelling, where their dwelling has been damaged by the use of defective concrete blocks in its construction.

2. Who does the grant scheme apply to?

This grant scheme applies to the **owners of dwellings** (located in Donegal or Mayo) which are damaged due to defective concrete blocks containing excessive amounts of deleterious materials, namely mica or pyrite.

Under this grant scheme an **owner** can only apply for one **dwelling** and a **dwelling** can only be the subject of one grant (**one owner, one dwelling – one dwelling, one grant**).

The **dwelling** must be the individual's principal private residence.

3. How do I know if my dwelling has damage?

An engineer's report in accordance with I.S. 465:2018 is required to demonstrate that your dwelling has been damaged. This report must be carried out by an engineer who has the necessary professional experience and has completed specialist training. A list of these engineers can be found at: <https://www.engineersireland.ie/Registers-and-Panels/10>

The register lists chartered engineers, who have the necessary direct professional experience, competence and specialist training in accordance with the requirements set out in 'I.S. 465:2018 - Assessment, testing and categorisation of damaged buildings incorporating concrete blocks containing certain deleterious materials'.

4. What costs are covered by this grant scheme?

This grant scheme covers up to 90% of the costs associated with the qualifying works deemed necessary for the remediation of the relevant dwelling (subject to maximum limits), and includes the costs associated with the:

- engineer's report;
- preparation of remedial works plan by a competent engineer;
- contractor carrying out the remedial works;
- professional oversight of the remedial works, including inspection and certification.

5. What grant amount is available?

The maximum grant payable for each remedial option is 90% of the maximum approved cost, or 90% of the actual cost of the qualifying works carried out, whichever is the lesser (see Table 1 below). As the remedial works progress, the homeowner will be eligible to apply for grant payment in stages.

Table 1 - Grant amount payable per remedial option			
Remedial option	Remedial option description	Maximum approved cost ¹	Maximum grant payable ^{1,2}
Option 1	Demolish entire dwelling to foundation level and rebuild.	€275,000	€247,500
Option 2	Demolish and rebuild external walls (both outer and inner leafs) down to foundation on a phased basis and re-render.	€220,000	€198,000
Option 3	Demolish and rebuild external walls (both outer and inner leafs) down to top of rising wall on a phased basis and re-render.	€210,000	€189,000
Option 4	Demolish and rebuild external walls (outer leaf only) down to top of rising wall on a phased basis and re-render.	€75,000	€67,500
Option 5	Demolish and rebuild outer leaf of affected walls only and re-render.	€55,000	€49,500
<p>NOTE:</p> <p>1. All costs are inclusive of VAT.</p> <p>2. Not to exceed 90% of the maximum approved cost, or 90% of actual cost of the qualifying works, whichever is the lesser.</p>			

6. Process for Defective Concrete Blocks Grant Scheme

There are three stages to this grant scheme (see below).

Stage 1: Confirmation of Eligibility	Homeowner applies to the local authority by completing the application form for Stage 1: Confirmation of Eligibility together with providing an engineer's report (from an engineer on the I.S. 465 Register), as evidence of damage to the dwelling.
	If satisfied, the local authority confirms eligibility to proceed to Stage 2: Grant Approval, subject to the terms of the scheme.
Stage 2: Grant Approval	Before remedial works commence, the homeowner applies for grant approval by completing the application form for Stage 2: Grant Approval and providing estimated costs from a contractor to remediate the dwelling.
	If satisfied, the local authority confirms the maximum approved grant amount, subject to the terms of the scheme.
Stage 3: Payment of Grant	Following completion and certification of the works, the homeowner applies for full or partial payment of the grant approved at Stage 2 by completing the application form for Stage 3: Payment of Grant.
	If satisfied, the local authority pays the grant to the homeowner, subject to the terms of the scheme.

7. Requirements of the grant scheme

The applicant must be a 'relevant owner' of a 'relevant dwelling' in a 'relevant local authority'.

The **relevant owner** must:

- be an individual who owns the dwelling (whether jointly or not);
- have acquired ownership of the dwelling prior to 31 January 2020 (or inherited the dwelling after 31 January 2020);
- occupy the dwelling as his or her principal private residence;
- intend in good faith to reside in the dwelling as his or her principal private residence on completion of the qualifying works to the dwelling.

The **relevant dwelling** must be a house, apartment, maisonette or duplex dwelling that:

- is located in the administrative area of a relevant local authority i.e. Donegal County Council or Mayo County Council;
- the construction of which was completed prior to 31/01/2020;
- was constructed using defective concrete blocks;
- is damaged due to the use of the defective concrete blocks.

8. Where to send your completed form

You may apply to your local authority using this form for **Application for Stage 1: Confirmation of Eligibility**. If you have any questions, you should contact your local authority and they can help.

9. Example

John Murphy lives in a house that he believes has been damaged by the use of defective concrete blocks in its construction.

John engages a competent engineer (who is on the I.S. 465 Register) to prepare an engineer's report, at a cost of €5,000. The competent engineer has determined that the house has been damaged due to defective concrete blocks.

The competent engineer recommends that remedial Option 4 represents the minimum feasible remedial works to remediate the dwelling.

Stage 1: Confirmation of Eligibility

John completes the Application for Stage 1: Confirmation of Eligibility form and submits this along with the required documents to the local authority. He also seeks payment towards the engineer's report.

The local authority determines that John is eligible to be considered for Stage 2: Grant Approval. They issue a letter of confirmation of eligibility together with an Application for Stage 2: Grant Approval.

The local authority arranges payment for 90% of the costs of the engineer's report (i.e. $€5,000 \times 0.9 = €4,500$).

Stage 2: Grant Approval

John engages a competent engineer (who is on the I.S. 465 Register) to prepare a remedial works plan and provide professional oversight, including inspections and certification of the works, at a cost of €3,500.

John approaches three contractors to get itemised quotes to carry out the work detailed in the remedial works plan. His chosen contractor has quoted a price of €45,000 to remediate the dwelling.

John completes the Application for Stage 2: Grant Approval form and submits it to the local authority. The estimated cost of remediation is €53,500 i.e. €5,000 (engineer's report) + €3,500 (remedial works plan, professional oversight including inspections and certification of the remedial works) + €45,000 (contractor's costs for carrying out the remedial works).

The local authority reviews the application and is satisfied that it meets with the requirements of the scheme. The local authority determines that the reasonable cost for the qualifying remedial works is €53,500.

This amount (€53,500) is below the maximum approved cost for Option 4 (€75,000) and is therefore sanctioned by the local authority and notified to the eligible applicant, together with an Application for Stage 3: Payment of Grant.

The amount of the approved cost in respect of which payment may be sought by John at Stage 3: Payment of Grant is €48,500 i.e. €53,500 - €5,000 (payment already claimed for engineer's report).

Stage 3: Payment of Grant

John engages the contractor to carry out the remedial works, and after completion and certification, he completes an Application for Stage 3: Payment of Grant and submits it to the local authority.

John also submits the required invoices, which total €48,500 (contractor's invoice of €45,000 and competent engineer's invoice of €3,500). The local authority reviews the application and approves the costs associated with the qualifying works that are deemed necessary for the remediation of the relevant dwelling. In this case, the actual cost of the remedial works is €53,500 and John receives grant payment(s) of €48,150 which is shown in table below.

Invoice for qualifying works	Cost of Qualifying Works as per invoices	Approved Cost of Qualifying Works	Grant Payable (90% of the approved cost or 90% of actual cost, whichever is lesser)
Invoice for engineer's report	€5,000	€5,000	€4,500*
Invoice(s) for professional services i.e. remedial works plan, inspection and certification	€3,500	€3,500	€3,150
Invoice(s) of contractor to carry out remedial works	€45,000	€45,000	€40,500
Total	€53,500	€53,500	€48,150

NOTE: * Paid following confirmation of eligibility

Part A

(To be filled out by the applicant)

Relevant Dwelling Details

For Official Use Only

Final Approved Option:

Unique Ref:

Relevant dwelling address:

NOTE: The dwelling which you are applying for grant assistance under this scheme.

Eircode of relevant dwelling:

In what year was the relevant dwelling constructed?

Do you have evidence of damage to the relevant dwelling, in the form of an engineer's report?

Yes

No

Where the local authority issues confirmation of eligibility, I wish to seek payment for the costs connected with the engineer's report.

Yes

No

I attach an original invoice, and my competent engineer has provided tax details of the relevant person in Part B of this form.

Yes

No

NOTE: No payment can be provided by the relevant local authority in respect of recoupment of costs connected with an engineer's report prior to Stage 3: Payment of Grant unless such a payment is sought at Stage 1: Confirmation of Eligibility and the relevant information is provided.

Applicant's Details

Applicant's Name:

Applicant's Address (if different to address of relevant dwelling):

Eircode:

Email Address:

Contact Phone Number:

Personal Public Service Number (PPSN):

Tax Clearance Access Number:

Ownership of Relevant Dwelling

Are you the owner of the relevant dwelling?

Yes

No

NOTE: You must provide proof of ownership i.e. title deed or other legal instrument proving ownership of the property prior to 31/01/2020.

On what date did you become the owner of the relevant dwelling?

Are there other joint owners of the relevant dwelling?

Yes

No

NOTE: If Yes, the following consent must be signed by all joint owners (other than the applicant).

Consent of Joint Owner(s) of the relevant dwelling

As a joint owner(s) of the relevant dwelling, I/We consent to the inclusion of the relevant dwelling in the scheme for the payment of grants and, in particular, to the making by the applicant of this application for confirmation of eligibility, and any such further applications for grant approval and payment of grant, as may be applicable in respect of the dwelling concerned.

Name of Joint Owner (Print name in block capitals)	Signature of Joint Owner	Date
1.		
2.		
3.		
4.		

Owner Management Company's Details (if applicable)

Is there an Owner Management Company for the estate/development?

Yes

No

If Yes, please provide details below:

Owner Management Company's Name:

Owner Management Company's Address:

Owner Management Company's Contact Name:

Owner Management Company's Contact Phone Number:

Principal Private Residence

Is the relevant dwelling your principal private residence?

Yes No

NOTE: You will be required to provide at **least two** of the following, as supporting documents:

- details on Register of Electors;
- bank statement - dated within the last 6 months;
- a current car or home insurance policy that shows your address;
- a document issued by a Government Department that shows your address;
- a copy of your Tax Credit Certificate (TCC);
- a Statement of Liability (previously P21) from Revenue;
- a social insurance document that shows your address.

Is the relevant dwelling currently occupied by you?

Yes No

If No, please state reasons:

Applicant's Declarations – Please tick, as appropriate

Stage 1: Confirmation of Eligibility has previously been applied for under this scheme, in respect of the relevant dwelling subject to their application.

Yes

No

If Yes, provide details:

Application Reference:

I give my consent for the local authority to share the Final Report (in accordance with *I.S. 465:2018 – Assessment, testing and categorisation of damaged buildings incorporating concrete blocks containing certain deleterious materials*) with other public bodies for research purposes.

Yes

No

I give my consent to inspection of the relevant dwelling by a suitably qualified person, authorised in that regard by the relevant local authority, at such time or times as the relevant local authority may consider necessary.

Yes

No

Have you/joint owner(s) received a payment e.g. insurance, compensation etc., in respect of damage to the relevant dwelling arising out of, or in connection with, the use of defective concrete blocks in its construction?

Yes

No

If Yes, please specify the amount of the payment made to you/joint owner(s):

€

Where a payment otherwise than under this grant scheme, is made to or for my benefit in respect of damage to the relevant dwelling subject of this application, arising out of or in connection with defective concrete blocks, I will notify the relevant local authority of the details of the payment, and the amount thereof, within 28 days of the making of that payment.

Yes

No

Where I have received or receive in the future, a non-scheme payment otherwise than under this grant scheme, made to or for my benefit in respect of damage to the relevant dwelling subject of this application, arising out of or in connection with defective concrete blocks, I confirm that I will refund the local authority the lessor of the following:

Yes

No

- total payments made by the local authority under this grant scheme; or
- the amount equal to the non-grant payment(s).

I confirm that, to the best of my knowledge, my tax affairs are in order and I consent to the verification of my tax compliance by the local authority.

 Yes No

I confirm that I have not received a payment under this scheme in respect of another dwelling.

 Yes No

I confirm that the dwelling, subject of this application, has not previously received a confirmation of grant approval.

 Yes No

I confirm that I intend to reside in the relevant dwelling as my principal private residence, following completion of the remedial works.

 Yes No

I declare that, to the best of my knowledge, my application for confirmation of eligibility under this grant scheme (and the information provided within) is true, correct and is in no way misleading.

 Yes No

Data Protection Declaration

Please note that all information acquired by the local authority is obtained and processed in accordance with the Data Protection Acts 1988, 2003 and 2018 alongside current EU GDPR legislation. All information received will be stored, processed and used solely for the purpose for which it was given by the Data Subject. A Privacy Notice detailing how your data will be used is available from the local authority.

Please tick to confirm that you have read the above declaration.

Applicant's Signature:

Date:

Print Name:

Part B

(To be filled out by a competent engineer)

Competent Engineer's Details

Engineer's Name:

Registration Number:

Engineer's Employer (if different):

Engineer's Address:

Engineer's Email Address:

Engineer's Contact Phone Number:

Tax Reference Number:

Tax Clearance Access Number:

NOTE: Where the engineer is to perform their role for, or on behalf of, an employer or partnership, the employer's or partnership's tax details should be supplied and not those of the individual engineer.

Confirm the fees connected with the provision of an engineer's report (including VAT):

€

Competent Engineer's Declarations – Please tick, as appropriate

I confirm that I have prepared an engineer's report for the following dwelling owner:

Yes

No

Dwelling owner's name:

in relation to a dwelling at the following address:

Dwelling address:

Eircode:

I confirm that I am registered on the register established by Engineers Ireland for those deemed competent in the application of I.S. 465:2018

Yes

No

<https://www.engineersireland.ie/Registers-and-Panels/10>

I confirm that I have prepared the Final Report in accordance with I.S. 465:2018.

Yes

No

Further to the Final Report in accordance with I.S. 465:2018, I recommend Remedial Option

for the dwelling.

NOTE: Please specify remedial option from Table 1. This will be known as the *relevant remedial option*.

I confirm that the relevant remedial option represents the minimum feasible remedial works, as set out in the Final Report in accordance with I.S. 465:2018, to the dwelling for the remediation of the damage to the dwelling arising out of, or in connection with, the use of defective concrete blocks in its construction.

Yes

No

I consent to the verification of my/my employer's/my partnership's tax compliance by the relevant local authority.

Yes

No

I give my consent for the relevant local authority to share the Final Report (in accordance with I.S. 465:2018 – Assessment, testing and categorisation of damaged buildings incorporating concrete blocks containing certain deleterious materials), with other public bodies for research purposes.

Yes

No

Data Protection Declaration

Please note that all information acquired by the local authority is obtained and processed in accordance with the Data Protection Acts 1988, 2003 and 2018 alongside current EU GDPR legislation. All information received will be stored, processed and used solely for the purpose for which it was given by the Data Subject. A Privacy Notice detailing how your data will be used is available from the local authority.

Please tick to confirm that you have read the above declaration.

Engineer's Signature:

Date:

Where the signatory is performing the role for, or on behalf of, an employer or partnership please provide the name, address and contact details of the employer/partnership.

Name:

Address:

Contact Number:

Email Address:

Checklist of what to include with this form

Your application will be **delayed** if details and documents are missing. This checklist will help you to send in all the documents needed to deal with your application.

Application Form

- Part A** of the form has been fully completed by the applicant.
- I have included my tax compliance information.
- I have signed the application form.
- Part B** of the form has been fully completed by the competent engineer.
- My competent engineer has signed the application form.

Supporting Documentation

- I have attached an **engineer's report** in respect of the relevant dwelling.
NOTE: The engineer's report comprises of the I.S. 465 Final Report plus the declaration by the competent engineer of his/her recommended remedial option in Part B of the form. Where payment of an engineer's report is sought, I have included:
 - an original invoice(s) detailing the fees connected with the engineer's report;
 - tax compliance information for the relevant person.
- I have enclosed such information to allow verification of compliance with the **Local Property Tax** in respect of the relevant dwelling.
- I have enclosed evidence of **proof of ownership** of the relevant dwelling to which this application relates i.e. title deed or other legal instrument proving ownership of the property, prior to 31/01/2020.
NOTE: A title deed can be obtained from the Property Registration Authority Ireland (<https://www.prai.ie>).
- I have enclosed proof that the dwelling is my **principal place of residence**:
NOTE: You will be required to provide **at least two** of the following, with details in respect of the relevant owner and relevant dwelling:
 - details on Register of Electors;
 - bank statement - dated within the last 6 months;
 - a current car or home insurance policy that shows your address;
 - a document issued by a Government Department that shows your address;
 - a copy of your Tax Credit Certificate (TCC);
 - a Statement of Liability (previously P21) from Revenue;
 - a social insurance document that shows your address.

What happens next?

What happens when I submit my application?

- Your local authority will check to make sure that your application is accurate and complete;
- Your local authority will assess your application (and make such enquiries as necessary), to establish if you are eligible;
- Your local authority will contact you, if they require clarification, further information or additional documentation supporting your application;
- Your local authority will write to you to let you know whether or not you are eligible to be considered for grant approval;
- If you are eligible to be considered for grant approval, and where you seek payment for the fees connected with the engineer's report, your local authority may request your bank account details.

If you do not get confirmation of eligibility, you can appeal the decision. Sometimes an application to your local authority will not be successful. If your Application for Stage 1: Confirmation of Eligibility is not successful, you can write to your local authority to appeal the decision.

You must write **within three weeks of the date of the original decision**, and clearly explain why you are appealing. A local authority official who was not involved with the original assessment will then assess this appeal and contact you with the result. This could take up to six weeks.

Thank you for filling out this form. If you have any questions, please contact your relevant local authority.