

Form 2 - Active Travel Towns

Summary form for the Implementation of Walking and Cycling Strategy
Deadline for receipt Thursday 31st May, 2012.

Section 1: Project Title: Oranmore Smarter Travel Proposal 2012	
Name and Address of Local Authority	Galway County Council
Contact person/proposed project manager	Liam Gavin
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Town proposed for the implementation of programme of walking and cycling measures	Oranmore, County Galway
Population of town	3550
Planned duration of project/works (months).	July 2012 to May 2013
Planned start date	July2012

Section 2: Project Detail	
Briefly outline details of proposals for the development of walking and cycling infrastructure. (Detailed schedule of works should be included in your main project proposal)	Proposed to link theGaelscoil and housing areas with the town centre to allow school children to walk safely to school. Oranmore is included in the <i>draft Galway City and Environs Walking and Cycling Strategy</i> (Copy Attached) . Action 5.3 refers to the provision of new footpath at locations serving the Gael Scoil in the Riverdale and Clochog area. Layout of the proposals are attached.

Briefly outline details of how proposed infrastructural measures will be supported by allied behavioural change interventions.	By providing the footpath and footbridge this route to school for pedestrians will improve road safety. This enabling action will act as a catalyst and provide good example for the school to encourage kids to walk to school safely. We will engage with schools and communities to encourage behaviour change.
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Section 3: Project Costs		
For each project element provide	Estimated Cost €100,000	Requested DTT&S contribution €100,000
Anticipated drawdown date(s) (e.g. Sept. 2012)	Funding will be drawn down in phases over the 11 months of the work. By November 2012, 50% will be drawn. By May 2013 the remaining 50% will be drawn.	

Section 4: Evaluation and Delivery reports
<p>Provide proposals for an evidence based assessment of potential demand in terms of local users and potential visitor and tourist user numbers.</p> <p>Assessment should include evidence based estimates of:</p> <ul style="list-style-type: none"> ○ Annual user numbers ○ Reduction in short distance car journeys <p style="text-align: center;">Proposals to undertake study of usage of this road for walking before work commences and also survey the car journey distances before and after works are done.</p> <p>Evaluation reports will be requested by the Department on completion of the project.</p> <p>Please indicate:</p> <ul style="list-style-type: none"> ● How the project deliverables will be measured and assessed. ● Details of proposed route user monitoring.

The strategy outlines and vision statement indicates the modal split for walking and car usage in 2006 and the targets for 2017. These will be measured before and after this project is undertaken.

Section 5: Project synergies

In brief outline how the project aligns with other existing transport, tourism and sport programmes/locations (e.g. other infrastructural programmes, Green Schools programme, Work place travel planning, tourist attractions/visitor centres etc.)

The strategy for transforming Loughrea into a smarter travel area is based on the principle of reduce-manage- invest. This will involve working with schools , industry and public transport bodies to encourage people to change their behaviour when travelling to work, school and for a healthier lifestyle. The aim is to create a pleasant and attractive town in which children will walk or cycle to school, older people will be encouraged to be more active, business will have an active workplace travel plan, tourism will be enhanced through smarter travel, roads will be safer and the walkers and cyclists given greater priority.

Section 6: Project promotion and information dissemination

In brief outline proposed project promotion and information dissemination measures.

As per the attached document *Loughrea Smarter travel Town Greening Our Future* a public engagement and communications plan will form part of the promotion and development of the smarter travel proposals for Loughrea.

Terms and conditions:

Should funding be offered, general terms and conditions, in line with those outlined below would apply. In addition to these general terms and conditions specific conditions will apply. These will include, but may not be restricted to the following:

1. Funded local authorities are responsible for future maintenance of any funded route or other infrastructural measure and must ensure that the route/infrastructure quality, standard and integrity are fully maintained.
2. Completed projects which successfully implement all deliverables identified at the outset and achieve the desired modal shift to walking and cycling will be branded as Active Travel Towns.

General Terms and Conditions:

The grantee is responsible for management and implementation of the project. A designated project manager will manage the project. This person will be the contact point for all matters relating to the project.

Payment of the Grant:

The grantee is responsible for ensuring that accurate accounts of all expenditure are maintained, including relevant invoices, and that any appropriate documentation, as may be specified by the Department or requested from time to time, is provided to the Department without undue delay.

Grants will be made in the form of reimbursement of eligible expenditure, where this expenditure has been adequately justified by the grantee.

Adequately justified claims, certified by an officer holding a rank not less than Director of Services, must be made to the Department of Transport, Tourism and Sport on completion of the projects. The claims must be accompanied by appropriate documentation, as may be specified by the Department, to support the claims (and must also be accompanied by a report as outlined in the next section).

For the purposes of this condition, “adequately justified” means (in addition to the material referred to under “Reporting Obligations” below) –

- A detailed description of the work to which the claim relates, photographic evidence of completion of the carrying out of the grant aided work and certification that the

recoupment claimed is eligible under the terms of the grant and that all conditions of the grant are being complied with,

- Where services are provided by third parties or the project involves purchase of goods, duplicates of relevant receipts to which the claim relates, and
- Certification that no other funding has been or will be claimed or paid by any other State agency in respect of the work to which the claim relates.

Payment of grants is also subject to compliance by the grantee with the reporting obligations set out in the following section.

All accounts and financial/project management systems may be subject to examination and audit by the Department of Transport, Tourism and Sport and/or appointed representatives of the Department and the grantee will afford timely and unimpaired access to any record relevant to the project.

The grantee is required to report in its financial statement, where such a statement is produced, that a grant has been received from the Department of Transport, Tourism and Sport under the Smarter Travel Programme; the amount and term /period of the total grant and the amount accounted for in the financial statements (if less than the entire amount); where relevant, the amount of capital provided and the reporting policies being used in relation to present and future instalments; and whether and how the use of the grant is restricted (i.e. for the particular project).

Reporting obligations

The grantee is obliged to report on progress with the project to the Department of Transport, Tourism and Sport on request.

On completion of the project, the grantee must submit to a final report to the Department. The final report must quantitatively and critically evaluate the project achievements, with reference to the project deliverables and targets. The Department of Transport, Tourism and Sport will be free to circulate the interim and final reports freely, subject to acknowledgement of the grantee as author.

All reports may be published on the Department's websites. Where interim or final reports contain information of a confidential nature, the grantee must also provide a report suitable for publication.

Dissemination and Communication & Publicity

The grantee must ensure that all activities, publicity, and promotional events associated with the project make reference to the funding received from the Department of Transport, Tourism and Sport and publicise the *SmarterTravel* logo. This condition will apply should the Department re-title the Fund and amend the logo.

In the case of delivery of physical/infrastructural projects on the ground, the grantee is required to erect a Smarter Travel plaque or any other signage provided by the Department.

The grantee may, from time to time, be required to participate in meetings hosted by the Department to share knowledge and information on progress with the project.

The grantee is encouraged to publicise the project and raise public awareness of sustainable transport, and the Smarter Travel policy or any subsequent sustainable travel and transport policy, wherever possible. Where possible the Department should be notified in advance of any plans including any presentations, publicity, conferences, media releases etc. Reference to this aspect of work should also be made in reports to the Department.

Evaluation of Projects

The Department of Transport, Tourism and Sport, or its representatives, may wish to carry out independent evaluation of the projects at any stage of the project, or indeed beyond the lifetime of the project and prompt access to material related to the project must be afforded by the grantee.

Liability

The Minister for Transport, Tourism and Sport and his Department shall not be liable for any claims arising from the project. The grantee shall indemnify the Minister and his Department for and in respect of all and any losses, claims, demands, damages, or expenses suffered by the Minister arising from any cause whatsoever. For the avoidance of doubt, the terms of this condition shall survive termination of this agreement for any reason.

Deviations from the original proposal

Any proposals for deviations from the agreed project must be notified in advance, and agreed with the Department. The Department will consider such proposals, including any funding or other implications, on a case-by-case basis and reserves the right to discontinue funding.

Grant termination

Funding is provided by the Department of Transport, Tourism and Sport on a discretionary basis to the grantee and the Department of Transport, Tourism and Sport reserves the right, in the case of non-compliance by the grantee with these terms and conditions, to discontinue funding with one month's notice to the grantee without liability for the full grant.

Withdrawal from project by grantee

Should a grantee withdraw from a project in advance of completion, the Department of Transport, Tourism and Sport reserves the right to seek repayment in part or in full of any grant paid to the grantee.

General Additional Undertaking

The grantee undertakes to adhere to all relevant obligations (e.g. regarding procurement, employment law, usage of grant funding only for the purposes agreed to, Capital Appraisal Guidelines, relevant circulars etc.) which apply to the carrying out of the project.