



Rialtas na hÉireann  
Government of Ireland



**unesco**

Oidhreacht Dhomhanda  
in Éirinn

World Heritage in Ireland

# Pilot World Heritage Strategic Investment Fund

## Recoupment Claim (Form C)

2025



## TO BE COMPLETED BY THE LOCAL AUTHORITY

Please complete a separate Recoupment Claim Form C for each claim.

A claim may be made at any time before the deadline date of Friday **14 November 2025**. Any grant funding unclaimed by this date **will not be payable**.

This Recoupment Form C must be submitted to the Department by email to [worldheritage@housing.gov.ie](mailto:worldheritage@housing.gov.ie). It should be submitted In Microsoft Word Format.

A report to include photographs/ visual proof of completed works must accompany this form.

**Proof of payment** of grant to applicant must also be included, e.g. a Remittance Advice slip, or screen shot of Agresso payment or similar financial system, clearly showing name of applicant/payee, CMF project ID/Name, amount paid and date of payment.

### 1. Claim Details

Local Authority Name:		WHSIF Reference ID: (as advised by Department upon award)
Applicant Name:		
Project Name:		
Tax Reference Number together with Tax Compliance Access Number:		
Total expenditure on project:	€	In respect of grant aided element only
<b>WHSIF 2025 Grant awarded by Dept:</b>	€ (incl VAT)	
Amount paid by Local Authority to Applicant under WHSIF 2025:	€ (incl VAT)	Date of payment:
Other Exchequer Funding allocation to Project, if applicable.	€ (incl VAT) Source:	
<b>WHSIF 2025 Recoupment sought:</b>	€ (incl VAT)	
Savings: (if any)	€	
Employment benefits of project (no. of days employment required):		

## 2a. Brief description of works completed with funding under WHSIF 2025

In addition, for potential use by Department media:

- Photos of site (before and after if applicable) (photos should be named with unique WHSIF Reference ID)
- 150 words (max) in accessible language of the funded works, community engagement if relevant and public and conservation benefit

**2b. If the completed works do not match those originally proposed, please provide a reason for this**

**3. Declaration by Local Authority (or State-funded organisation)**

I certify that the works proposed in Application Form A and as approved/amended by the Department in its grant award, have been inspected and comply with the terms and conditions for grant payments in the Handbook WHSIF2025 and that the grant allocated for this project has been already paid to the applicant by the local authority.

	Claim prepared by*	Claim verified by**
Name (Block Capitals):		
Position:		
Telephone:		
Email Address:		
Signature and Title:		
Date:		
* Claim must be prepared by the relevant heritage professional		
** Claim must be verified by Chief Executive Officer or Director of Services		

Please return this completed **Recoupment Claim Form C** (including proof of completed works and details of payment to Applicant) to [worldheritage@housing.gov.ie](mailto:worldheritage@housing.gov.ie).

Please contact [worldheritage@housing.gov.ie](mailto:worldheritage@housing.gov.ie) if you have any queries.

## Checklist & Summary to be completed by Local Authority

This Checklist to be submitted with Form WHSIF C (Recoupment Claim)

<b>Department WHSIF Reference ID:</b>	(as advised to Grant recipient by the Department upon award)
<b>Applicant:</b>	

		<b>LA to fully complete</b>
1.	WHSIF 2025 Grant Allocated (incl VAT)	€
2.	WHSIF 2025 Recoupment Sought (incl VAT)	€
3.	Savings, if any	€
4.	Other Exchequer Funding allocation, if applicable	€
5.	Employments benefits of project (no. of days )	
6.	Proof of payment included	Y/N
7.	Sample visual proof of works included	Y/N
8.	Invoices contain unique WSHIF Reference ID	Y/N
9.	Preliminary Completion Report included? (not relevant if Final report included)	Y/N
10.	Final report included?	Y/N
11.	Do works match those originally proposed?	Y/N
12.	Claim prepared by relevant heritage professional	Y/N
13.	Claim verified by Chief Executive or DOS	Y/N

