

**Department of the Environment, Heritage and Local Government  
Housing Grants Section  
Government Offices  
Ballina  
Co. Mayo**

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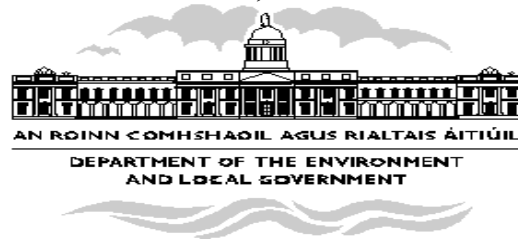
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**DEPARTMENT OF THE ENVIRONMENT, HERITAGE  
AND LOCAL GOVERNMENT.**

**Explanatory Memorandum H.A. 2 T**

**Grant for the Renewal or Repair of  
Thatch Roofs of House**

March, 2004



**PLEASE READ THIS MEMORANDUM CAREFULLY BEFORE  
COMPLETING GRANT APPLICATION FORM .**

**Part A - Eligibility**

**1. Conditions of Eligibility**

A grant of €3,810 ((€5,714) in the case of a house situated on certain specified islands off the West and South coasts of Ireland), or two-thirds of the approved costs, in the case of a medical card holder 80% of the approved cost subject to a maximum of €6,350 - (€8,252.30 for the islands) as determined by the Department whichever is the lesser, is payable in respect of necessary works of renewing or repairing the thatched roofs of houses where the following conditions are met.

- (i) The house is:
    - (a) 10 or more years old,
    - (b) structurally sound, and
    - (c) used on completion of the approved works as a normal place of residence.  
[Houses occupied on a part-time basis (e.g. holiday homes) are not eligible.]
  - (ii) The work is not commenced until the house has been inspected by an inspector of the Department of the Environment, Heritage and Local Government.
  - (iii) The work is carried out in accordance with good thatching practice, is satisfactorily completed and any other repairs to the house, considered necessary by the Department, are carried out.
  - (iv) The approved cost of the work is greater than €952.
  - (v) Applicants furnish their income tax numbers and confirm that their tax affairs are in order.
2. A grant cannot be allowed where a grant for the renewal or repair of thatch was paid under this scheme or Roinn na Gaeltachta scheme, unless a period of 7 years has elapsed since payment of the previous grant.
  3. A grant cannot be allowed for the provision of a new thatched roof on a house not previously having had a thatched roof.

## Part B - General

### 4. When to Apply

Application must be made in good time so as to ensure that an inspection can be carried out before work commences. You would be well advised not to start immediately after inspection but to wait until you get a decision on your eligibility and on the amount of the grant to which you are entitled.

**Should work commence before an inspection is carried out, a grant will not be allowed.**

**In order to avoid delays, please ensure that all questions on the application form are fully answered. Application forms not fully completed will be returned to applicants.**

### 5. Where to Apply

Fully completed application forms should be forwarded to the Housing Grants Section, Department of the Environment, Heritage and Local Government, Government Buildings, Ballina, Co. Mayo.

### 6. Payment of Grants

A Certificate of Approval will issue following the first inspection if the proposed work qualifies for a grant. When the work is completed, the Certificate of Approval should be returned to the Department signed by the applicant and thatcher who carried out the work.

Following the receipt of the signed Certificate of Approval an inspection will be carried out after which the grant will be paid provided all the work approved and any other necessary repairs have been satisfactorily completed.

**The payment of a grant involves no warranty on the part of the Minister as to the works carried out or the structural soundness of the house.**

### **SPECIAL NOTE**

1. The work should be undertaken by an experienced tradesman, skilled in the use of thatching materials.
2. Suitable straw or reeds should be used.
3. All bad and rotted thatch should be stripped off and all deep holes repaired and levelled.
4. Where the roof is being completely renewed, the new thatch should have a minimum thickness of 350mm and be laid on a firm and sound base.
5. Ridges, eaves, verges, etc., should be properly executed so as to prevent the ingress of water.
6. Where thatch abuts a chimney, suitable flashing material should be provided.
7. The thatched roof should be effectively protected against attacks by birds or vermin.

Housing Grants section is committed to providing a high quality service to all our customers. We aim to maintain and improve this standard of service and to keep errors to a minimum. If an applicant is dissatisfied with the level of service received, we at Housing Grants want to hear about the problem so that we can work at improving the service. Complaints should be directed to the Quality Customer Service Officer, Housing Grants Section, Department of the Environment, Heritage and Local Government, FREEPOST, Ballina, Co. Mayo.