DETR application — energy retrofit of the primary school

LINDBERGH FORMATION — 16 rue de Maillé, 91310 Montlhéry, France · Companies register (RCS) Evry 817 946 114

Document issued on 09/11/2026

€620,000 excluding tax, 2027 campaign, filing by 31 January · fictional document

Fictional document — demonstration example

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Fictional document, produced for the demonstration. **The contractors, the amounts and the project are invented. The application is built, not filed: the town council resolution and the mayor's signature remain the acts that bring it into being.**

The funding plan, line by line

Funder	Rate applied for	Amount	Basis of the rate	State of the application
Rural areas equipment grant (DETR)	**40 %**	**€248,000**	**Prefectoral DETR 2027 call for projects of 12 November 2026, « energy retrofit of school buildings » strand — floor rate 20 %, ceiling 40 %**	**Application built, 2 documents to attach**

Funder	Rate applied for	Amount	Basis of the rate	State of the application
Region — energy transition fund	20 %	€124,000	Regional funding rules of 3 July 2026, article 4	Application built, fileable online
Town's own funds	**40 %**	**€248,000**	**Programme authorisation no. 3, payment appropriations 2027 and 2028**	**Entered in the draft 2027 initial budget**
Total	**100 %**	**€620,000 excluding tax**	—	—

The minimum contribution threshold holds, and with twice the required margin. Article L. 1111-10 of the French general local authorities code provides that a local authority acting as contracting authority for an investment operation must contribute a minimum of 20 % of the total funding provided by public bodies to that project. The town is at 40 %, that is €248,000 against €124,000 required as a minimum. The funding plan would therefore withstand a downward revision by one funder without having to be rebuilt — which is exactly what cost three weeks on the gymnasium application in 2025.

The documents in the file — seven attached, two to obtain

Document required by the call for projects	State	Where it comes from	Lead time

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Grant application form	**Pre-filled — identity of the authority, assigned accountant, bank details, description of the project**	Town data and project sheet from the multi-year programme	—
Resolution approving the project and the funding plan	**Draft written, four articles**	Town template, completed with the figures of the application	**Town council of 12 February**
Certificate that work has not started	**Drafted, for the mayor to sign**	Template attached to the prefectoral call for projects	**Before any order to start works**
Detailed contractors' quotes	**3 quotes attached — loft insulation, windows, ventilation**	Consultation of 8 October 2026	Valid until 8 April 2027
Provisional works schedule	Drawn up — three phases set against the school holidays	Quotes and school calendar	—
Project presentation note	Written — 2 pages, condition of the building, expected gain, use	Design office survey of 14 May 2026	—
Block plan and building plans	Attached	The town's property records	—
Site location plan	**To be obtained**	**Town planning department — written request, waiting to be sent**	**1 day**
Energy report, before and after works	**To be obtained**	**Design office — request drafted, waiting to be sent**	**10 days announced**

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The two missing documents are named, their holder is identified and the request is written for each. Neither was missing through oversight: the site location plan existed in none of the town's files, and the energy report had never been commissioned from the design office. Eleven days of margin remain between the announced return date and the filing deadline of 31 January.

The draft resolution, article by article

Article	Subject	What it takes up
Article 1	**Approval of the energy retrofit project for the primary school**	Amount of €620,000 excluding tax, description from the presentation note
Article 2	**Approval of the funding plan**	**The table above, set inside the body of the resolution**
Article 3	**Authorisation for the mayor to apply for the rural areas equipment grant at 40 % and to sign any document**	Strand and rate of the call for projects of 12 November 2026
Article 4	Entry of the appropriations in the 2027 initial budget	Programme authorisation no. 3, payment appropriations 2027 and 2028

> **The funding plan table sits inside the body of the resolution rather than being referred to a separate document. That exact point earned a request for further information on the 2025 application** — the assessing department could not verify that the assembly had approved the funding plan itself. **The correction costs nothing and saves two to three weeks of assessment.**

What building the application used to cost, and what it costs now

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Item	Before	After	Applications a year	Time given back
Building a grant application	**16 hours, entirely by hand**	**2 hours of reading and validation**	**11**	**154 hours**
Of which: gathering and checking the documents	*6 h*	*40 min*	*11*	*58 hours*
Of which: building and balancing the funding plan	*4 h*	*30 min*	*11*	*38 hours*
Of which: drafting the resolution and the presentation note	*4 h*	*30 min*	*11*	*38 hours*
Of which: filling in the form and assembling the filing	*2 h*	*20 min*	*11*	*18 hours*

The calendar of the eleven funders — what it has already thrown up

Project in the multi-year programme	Funder identified	Line of the funding rules	Funding available	Decision
Accessibility works at the annexe town hall	**Rural areas equipment grant, accessibility strand**	Call for projects of 12 November 2026, strand 3	**€84,000**	_____
Village hall windows	**Regional green fund**	Regional rules of 3 July 2026, article 6	**€96,000**	_____
Play area in the park	**Departmental scheme for local amenities**	Departmental rules of 19 May 2026, article 2	**€42,000**	_____

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Project in the multi-year programme	Funder identified	Line of the funding rules	Funding available	Decision
Total available	—	—	**€222,000**	—

Final eligibility belongs to the funder, never to the agent — and saying so plainly is worth more than a promise. What the agent brings so that you can decide: the exact line of the funding rules that opens the scheme, the floor and ceiling rates, **and the last three comparable projects that funder supported in the department, with their amount and the rate obtained**. **The town chooses which ones it files; the applications kept are built straight away.**

Application settled by the head of finance on: _____

Resolution placed on the agenda of the town council of: _____

Applications kept out of the three from the calendar: _____

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