



Llywodraeth Cymru
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PUBLICATION

Rural Payments Wales (RPW): service update and Rural Development Programme supported projects: November 2022

Latest service update update on the Rural Development Programme (RDP) 2014-2020 dated 30 November 2022.

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The changes detailed below supersede any guidance previously issued.

Expenditure register and competitive tendering records

Important Change: For project items **over £500 and under £5,000** entered on the Expenditure Register there is a change in process for approval.

- Submit a Competitive Tendering record for expenditure approval
- **No** supporting documentation to be submitted

There is no change for items over £5,000, please continue to use the Competitive Tendering Record for items over £5,000. You will still need to provide supporting documents for these items.

The Competitive Tendering Records can be found at the following link: [Rural Development Programme 2014 to 2020: competitive tendering and public procurement record templates | GOV.WALES](https://gov.wales/rural-development-programme-2014-2020-competitive-tendering-and-public-procurement-record-templates) (<https://gov.wales/rural-development-programme-2014-2020-competitive-tendering-and-public-procurement-record-templates>).

Requesting changes to approved projects

With less than 8 months remaining to deliver your agreed project objectives and submit your final claim, and following the introduction of the new procedures for approval of project expenditure, **you will no longer be required to submit a project change request in the following circumstances:**

- To move approved project expenditure between expenditure headings. Instead, an explanation must be provided with your claim if expenditure exceeds 15% of an approved cost heading (this will be prompted by WEFO online)
- To decrease project costs/grant – this will be reviewed at the in-situ visit
- To notify of changes to indicators – these will be reviewed and verified at the in-situ visit and project closure

A project change request is still required if you want to:

- Move approved project expenditure between capital and revenue cost headings
- Move expenditure between financial years
- Extend the project end date
- Make changes to your Simplified Costs.
- Change the organisation delivering the project

You no longer need to submit a Delivery Profile (DPv2) with your re-evaluation. The RDP Unit will update the delivery profile on WEFO online to reflect any changes approved.

The deadline for all requests for changes to approved projects (re-evaluations) is 31st January 2023. No re-evaluations will be accepted after this date.

To request a Project change the following process must be followed:

Step 1 - complete a Project Change Request through your RPW Online account to outline the changes you would like to make

Step 2 - once your request is processed, you will be notified to complete an online Project Change Re-evaluation in RPW Online if required.

The guide to requesting changes to approved projects can be found at the following link <https://gov.wales/rural-development-programme-2014-2020-guidance-requesting-changes-approved-projects> (<https://gov.wales/rural-development-programme-2014-2020-guidance-requesting-changes-approved-projects>)

Customer Contact Centre (updated November 2022)

Our **RPW Customer Contact Centre** (<https://gov.wales/contact-rural-payments-wales-rpw-online>) are on hand to help and assist with your project enquiries. The Customer Contact Centre is operating as follows:

| Period | Opening hours |
|------------------|---------------|
| Monday to Friday | 9am to 4pm |

Where possible, routine project enquiries should be submitted via your RPW online account which is available 24 hours a day.

Christmas period:

The Customer Contact Centre will not be accepting telephone calls between 26 December to 2 January 2023. However, you can continue to submit enquiries via your RPW online accounts during this period and we will respond as quickly

as possible.

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For more information refer to our **accessibility statement** (<https://gov.wales/accessibility-statement-govwales>).