

Project Claim Stages

Stage	IP Non In-House Claims (LFP Article 48 Check)		IP In-House Claims (Pobal Article 48 Check)		LDC LAG All Claims (Pobal Article 48 Check)		Can Progress To	Can Reverse To
	IP Project User	IP User	IP Project User	IP User	LAG Project User	LAG User		
01 Draft Enter expenditure and complete Claim Checklist and save as "01 Draft". Progress to "02".	IP Project User	IP User	IP Project User	IP User	LAG Project User	LAG User	↓ 02 ↓ 13	-
02 IP User LAG User Check The user checks the claim. Progress to "03 IP Manager or LAG User Sign Off".	IP Project User	IP User	IP Project User	IP User	LAG Project User	LAG User	↓ 03 ↓ 13	↑ 01
03 IP Manager LAG User Sign Off The Claim is signed off by the IP Manager or LAG User. Progress to "04".	IP Manager		IP Manager		LAG User		↓ 04 ↓ 05 ↓ 13	↑ 02
04 LAG Manager Approval The Claim is approved by the LAG Manager. Progress to "05 Article 48 User Check".	LAG Manager (optional)		LAG Manager		LAG Manager		↓ 05 ↓ 13	↑ 03
05 Article 48 User Check The Pobal Article 48 User checks the Claim Checklist questions. Progress to "06".	LFP Article 48 User		Pobal Article 48 User		Pobal Article 48 User		↓ 06	↑ 03 ↑ 04
06 Article 48 Manager Verification The Pobal Article 48 Manager verifies the Claim Checklist. Progress to "07 Inspection".	LFP Article 48 Manager		Pobal Article 48 Manager		Pobal Article 48 Manager		↓ 07	↑ 05
07 Inspection The Claim may be inspected by the Inspectorate User. Progress to "08 Department Review".	Inspector User	Inspector Manager	Inspector User	Inspector Manager	Inspector User	Inspector Manager	↓ 08	↑ 06
08 Department Review The Department Checklist is completed by the Department User. Progress to "09".	Department User		Department User		Department User		↓ 09	↑ 06 ↑ 07
09 Department Approval The claim is approved by the Department Manager. Progress to "10 Department Payment".	Department Manager		Department Manager		Department Manager		↓ 10	↑ 08
10 Department Payment The Claim is paid by the Department User to the Local Action Group.	Department User		Department User		Department User		↓ 11	↑ 09
11 Promoter Paid The Promoter is paid. The user inputs payment information and progresses to "12".	LAG User	LAG Manager	LAG User	LAG Manager	LAG User	LAG Manager	↓ 12	↑ 10
12 Promoter Paid – Claim Complete A status for the Claim being fully complete.	LAG User	LAG Manager	LAG User	LAG Manager	LAG User	LAG Manager	-	↑ 11
13 Claim Withdrawn A status for the LAG Manager to withdraw the Claim.	LAG Manager		LAG Manager		LAG Manager		-	-

