

# Inspections and verification

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We may carry out checks or seek clarification or further supporting evidence or information relating to any aspect of an application or a claim for payment. Additionally, we:

- may, at any reasonable time, seek to verify the accuracy of any information contained in an application or a claim for payment or any other information, provided by the applicant relating to the project
- monitor the project as detailed in the grant offer letter to ensure that outcomes are met. The project will be monitored as it progresses and an evaluation of the project will be required upon completion. A request may therefore be made for a progress report, or after completion, a report on the project's performance

You will also be required, on request from us, to co-operate by permitting full access to records relating to the project. You must:

- retain all invoices/bank statements, accounts and other relevant documents in relation to the application and produce them for inspection if required to do so
- provide such additional information in relation to the investment or project or grant monies paid in pursuance of that investment or project as required
- retain all records relating to a project for a period of five years following the completion of the project and the payment of the final grant in support of that project

You can also access more information about how and why we conduct inspections in our dedicated section.

[Inspections](#)

## Breaches and penalties

The Rural Development (Scotland) Regulations 2015 make provision for the revocation and variation of approval, the withholding or recovery of grants and the payment of interest on grants recovered.

They also create offences of knowingly or recklessly making a false statement to obtain grants or obstructing authorised persons acting under the regulations.

The penalties under this scheme may require the applicant to pay an additional penalty and prohibit the applicant from applying for further grant assistance under the scheme for a specified period.

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