



# Monaghan County Council



## Community & Environment Grant Scheme 2020 Guidelines for applicants

### 1. Introduction

The Community & Environment Grant Scheme aims to promote enhance and develop environmental, community development and social inclusion activity throughout the county. This funding scheme, through the provision of small-scale financial grants, will support the invaluable work of local community and voluntary groups, and resident's committees in County Monaghan.

### 2. Who may apply?

- Applications are welcome from community and voluntary groups, organisations and residents' committees within County Monaghan.
- Applicants must be registered with Monaghan Public Participation Network.
- To register your group contact [ppn@monaghancoco.ie](mailto:ppn@monaghancoco.ie) or Leona Keenan @ 047 73750

### 3. Important information

- Groups are welcome to make an application under each of the three strands of funding.
- A separate application for each measure being applied to must be completed.
- Monaghan County Council will endeavour to ensure funding is distributed equally throughout the county.
- If your group received funding under any measure in the last year you must complete an expenditure report and submit evidence that your funding has been drawn down and spent.

### 4. Selection criteria

- All applications eligible under the criteria will be individually assessed against the guidelines of the programme.
- Priority will be given to applicants who have not previously received support under the Community & Environment Grant Scheme.
- Priority will be given to projects promoting accessibility, integration, social inclusion and environmental protection.
- Final decisions on all applications will be made by **Monaghan County Council**

### 5. Ineligible Applications

- Applications from individuals, commercial organisations and for-profit organisations.
- Applications from community organisations based outside county Monaghan, including National organisations.
- Applications from Community groups (and their affiliates) in receipt of annual funding from Monaghan County Council.
- Applications for the purchase of buildings or land (or costs associated with same).
- General appeals towards overall costs of a project.
- Applications for running costs of projects (wages, electricity etc.).
- Applications for servicing of debt or retrospective funding.
- Applications where the activities fall under the remit of another Government Department.
- Applications from groups that were funded the previous year but failed to provide expenditure reports.



# Monaghan County Council



## Community & Environment Grant Scheme 2020 Guidelines for applicants

### 6. Information on funding measures available

#### Measure One: *Community Infrastructure Supports*

- This measure aims to support the repair, development and enhancement local community facilities, amenities and centres.  
**Eligible projects include:**
  - Upgrading kitchen facilities, toilets, meeting rooms, extensions to existing buildings, repainting
  - Development/renovation of community centres/facilities
  - Improvements and development of play/recreation spaces and parks.
- Maximum grant payable is €1,500
- Evidence of cash or non-cash match funding must be provided for all **Measure One** applications.
- Voluntary labour is acceptable match funding and should be calculated at rate of €10 per hour.

#### Measure Two: *Community Development Supports*

- This measure aims to support local communities to promote and encourage community participation and engagement throughout the county.  
**Eligible projects include:**
  - Community development activities and events
  - Training, promotional activities and publications
  - Community festivals/Family fun days
- Maximum grant payable is €1,000
- Evidence of match funding is not required for Measure Two applications.

#### Measure Three: *Environmental Supports*

- This measure aims to support local communities, residents' committees and tidy towns groups to deliver projects that enhance the appearance and improve the quality of the environment in their area.
- Applications are also welcome from Schools or Parents Associations Committees for projects supporting Monaghan County Council's Environmental Green Schools Programme **only**.
- Projects funded under this measure will demonstrate how they contribute to environmental sustainability and biodiversity, including the use of open pollinator planting where possible. Further information on open pollinator planting is available on request.
- Evidence of match funding is not required for Measure Three applications.

*The level of support is dependent on a range of factors including:*

- Type of project
- Availability of other sources of funding
- Number of applications received
- General grant allocations will range between €300-€1500



# Monaghan County Council



## Community & Environment Grant Scheme 2020 Guidelines for applicants

### Measure Three: *Environmental Supports*

#### Environmental Supports - Eligible projects

1. **Maintenance support activities including:**
  - Litter control
  - Maintenance of open spaces and public parks
2. **Environmental improvements to public spaces incl:**
  - Planting of trees, shrubs
  - Biodiversity projects/Landscaping
  - Street furniture/litter bins.

### 6. How to Apply

- Guidelines and applications forms are available from the Community Development Section in Monaghan County Council @ 047 73720 or [communitygrants@monaghancoco.ie](mailto:communitygrants@monaghancoco.ie)
- Guidelines and applications forms are also available at <https://monaghan.ie/communitydevelopment>
- Ensure that you have read the guidelines carefully and ensure that your project is eligible for funding.
- **Indicate clearly to which measure you are applying for funding.**
- Complete all questions in the application form.
- Support is available from staff in the Community Development Section for any groups wishing to make an application @ 047 73720 or [communitygrants@monaghancoco.ie](mailto:communitygrants@monaghancoco.ie)
- Submit completed application form/s before the advertised closing date.
- Closing date for receipt of applications is **5pm Friday February 21<sup>st</sup> 2020**
- **Late applications will not be accepted**

### 7. Acceptance of grant offer

- Successful applicants will be required to sign the Letter of Offer, which will constitute a contract with agreed objectives, targets, timescale and costs.
- The contract is conditional on the applicant complying with Tax Clearance procedures.
- Groups must undertake to keep proper records of expenditure to enable Monaghan County Council to carry out an audit of their activities. Successful applicants must provide expenditure reports before year end 2020 to be considered for funding in future years.
- Before final payment, the County Council **may** carry out a site inspection to ascertain that all work has been carried out as per the Letter of Offer.
- Unsuccessful applicants will be informed in writing.



## Monaghan County Council



### Community & Environment Grant Scheme 2020 Guidelines for applicants

This form is also available in Irish on request from [communitygrants@monaghancoco.ie](mailto:communitygrants@monaghancoco.ie)

### Completed application forms should be returned to:

Community & Environment Grant Scheme  
Office of Community Development  
Monaghan County Council  
Glen Road  
Monaghan  
H18 YT50

[communitygrants@monaghancoco.ie](mailto:communitygrants@monaghancoco.ie)

**Closing date: 5pm Friday February 21<sup>st</sup>, 2020**

*Late applications will not be accepted*