

Comhairle Contae Mhuineacháin



Community Development Fund Scheme 2022

Closing Date for Applications – Thursday 25th August 2022 at 4pm

1. Introduction

The Community Development Fund aims to promote and enhance community development and increase 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 in County Monaghan.

2. Who may apply?

- Applications are welcome from community and voluntary groups and organisations within County Monaghan.
- Applicants are advised to register with the Monaghan Public Participation Network.
- You can register your group at www.ppnmonaghan.ie or by emailing ppn@monaghancoco.ie

3. Important information

- Groups are welcome to make an application under each of the two strands of funding: 1. Community Infrastructure Supports and 2. Community Development Supports.
- 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. Funding will be distributed on a competitive basis and all applications will be subject to a scoring process which is detailed below.
- If your group received funding under any previous scheme, please ensure that your funding has been spent and fully drawn down.
- Projects must be fully completed by 31st December 2022. Failure to complete projects during this timeframe may mean that future applications for funding are not considered.
- Groups must comply with all relevant Health & Safety legislation where required.
- Failure to complete projects funded under the scheme within the timeframe may result in a request for the funds to be returned.

4. Selection criteria

- All applications eligible under the criteria will be individually assessed against the guidelines of the scheme.
- Priority will be given to applicants who demonstrate the greatest benefit.
- Final decisions on all applications will be made by **Monaghan County Council**.

- Match funding is not a requirement of the scheme.
 - **A minimum scoring of 50% of the marks available must be achieved in each category in order to qualify.**
- Monaghan County Council will conduct evaluations of applications submitted based on the following criteria:
- Quality
 - Capacity
 - Value for Money

In the interest of transparency please see details of the Marking Scheme which will be used to assess all valid applications received below:

Criterion	Maximum Mark Possible	Mark allocated
Quality <ul style="list-style-type: none"> • Relevance to the scheme • Sustainability • Social Inclusion • Impact on community 	40	
Capacity <ul style="list-style-type: none"> • Track Record • Capacity to deliver project 	20	
Value for money <ul style="list-style-type: none"> • Link between funding/costs and deliverables & benefit to community 	40	
Total Marks	100	

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.
- Applications from groups who have failed to complete projects under previous funding schemes.

6. Information on funding measures available

Measure One: *Community Infrastructure Supports*

- This measure aims to support the repair, development and enhancement of 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 €3,000
- **Two up to date quotes** must be submitted with all **Measure One** applications for funding over €1,500 so that they can be considered. Permission to proceed with proposed works within the timeframe of the scheme must be in place and included with the application.

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
 - Small scale community events
 - Equipment such as laptops, defibrillators, tablets etc.
- Maximum grant payable is €1,500
- **One up to date quote** must be submitted with all **Measure Two** applications so that they can be considered.

6. How to Apply

- Guidelines and applications forms are available from www.monaghan.ie/communitydevelopment/community-development-fund-2022
- Please 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.**
- Please 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 by emailing cdf22@monaghancoco.ie or by telephone at 047 73750.
- Submit completed application form/s before the advertised closing date.
- Closing date for receipt of applications is **4pm Thursday August 25th 2022.**

Late applications will not be accepted.

7. Acceptance of 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.
- An Expenditure Report must be forwarded to Monaghan County Council within four weeks of completion of the project. It must include receipts for agreed expenditure to at least the value of the grant awarded.
- Monaghan County Council *may* carry out a site inspection to ascertain that all work has been carried out as per the Letter of Offer.

Completed application forms should be returned to:

cdf22@monaghancoco.ie

Closing date: 4pm on Thursday 25th August 2022.

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