



Monaghan County Council

Environment, Biodiversity & Circular Economy Fund 2026 Guidelines for applicants

Introduction

The **Environment, Biodiversity & Circular Economy Fund** aims to support local community groups enhance and maintain public spaces.

1. 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 or call 047 73720.
- If you wish to find out your PPN number, you can do so at the PPN website or *Registered Groups - PPN Monaghan*.

2. Important information

- **Receipt of completed expenditure reports for 2025 is essential and only applications that have this submitted will be considered. Documentary evidence must also be submitted in respect this expenditure.**
- Monaghan County Council will endeavour to ensure funding is distributed equally throughout the county.
- Should groups not be entering the Tidy Towns competition, funding will be decreased.

3. 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 **Environment, Biodiversity & Circular Economy Fund** to projects that enhance and maintain public spaces.
- Final decisions on all applications will be made by **Monaghan County Council**
- Please Note: Requests for assistance usually exceed the funds available and it is important therefore that the process of evaluation is rigorous. The purpose of this process is to ensure that the best projects, taking all factors into account, emerge and receive support. It is Environmental Services policy to ensure that every application is treated fairly and impartially. Offers of funding may be for a lesser amount than that sought by the applicant. Applicants should be aware that the funding scheme may be oversubscribed. Therefore, in such circumstances, all applications fulfilling the conditions may not be successful or may be for a lesser amount.
- One up to date verbal quote must be submitted with all applications for supplies or services valued at less than €1,500, and at least two written quotes for supplies or services more than €1,500 so that they can be considered as per below:



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For supplies or services valued at:	Minimum requirements
Less than €1,500	Direct Invitation (Quotations) Obtain verbal quote from competitive/competent supplier.
Between €1,500 and €5,000	Direct Invitation (Quotations) Invite at least 2 written quotes from interested competitive/competent suppliers.

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.

Project Parameters

- The fund aims to support local communities and residents' committees 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 scheme will support the All-Ireland National Pollinator Plan 2021-2025 and contribute to environmental sustainability and biodiversity.
- Evidence of match funding is not required for this application.

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

Environmental Supports - Eligible projects

1. Maintenance support activities including:

- Litter control.

Details of our Data Subject Notification and Privacy Notice may be found on <https://monaghan.ie/communitydevelopment/grants-funding-schemes/>



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- Maintenance of open spaces and public parks

2. Environmental improvements to public spaces including:

- Street furniture

Biodiversity projects:

- Planting of **native** trees, shrubs and flowers: choose native species to provide food and shelter for pollinators and birds
- Planting of hedgerows: using native and Monaghan-provenance hedgerow species
- Creating a Community Biodiversity Action Plan with the help of a qualified ecologist;
- Installation of bat and bird boxes (e.g. swift or barn owl boxes);
- Creating habitats for wildlife (such as dead hedges, living willow structures, dry stone walls);
- Setting up a gardening club or allotments;
- Holding biodiversity-themed talks/walks/training with a maximum spend cap of €300
- Measures to reduce pesticide and herbicide use such as purchasing tools for weed removal (e.g. hoes, steel brush heads for strimmer's etc)

3. Circular Economy Initiatives including:

- reuse and repair initiatives, upcycling events, waste prevention campaigns, and sharing or rental services for household goods, food waste initiatives.

6. How to Apply

- Guidelines and applications forms are available at: www.monaghan.ie/communitydevelopment/grants-funding-schemes/
- By telephoning 042-9661240 or by email to environmentfund@monaghancoco.ie
- Ensure that you have read the guidelines carefully and ensure that your project is eligible for funding.
- Ensure any outstanding information relating to the Environment Fund Post Expenditure report 2025 is submitted with supporting documentation.
- Complete all questions in the application form.
- Submit completed application form/s before the advertised closing date.
- Closing date for receipt of applications is **4pm Friday 9th January 2026**
- ***Incomplete or late applications will not be considered.***



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7. Acceptance of Fund 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 2025 to be considered for funding in future years.
- 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.
- Successful applicants must attend an award ceremony to receive funding

**Completed application forms should be returned
to: environmentfund@monaghancoco.ie**

Closing date: 4pm Friday 9th January 2026

Late or incomplete applications will not be considered.