



Údarás Náisiúnta Iompair
National Transport Authority

Haymarket House,
Smithfield,
Dublin 7.

Mr Nial O Connor
Director of Services
Monaghan County Council
The Glen Glen Rd
Killygowan
Monaghan

19th January 2026

Re: National Transport Authority Capital Grant Allocations 2026

Dear Nial,

I am pleased to inform you that the National Transport Authority (NTA) is in a position to fund a number of projects within the Monaghan County Council area in 2026. Details of the individual projects to be funded and the 2026 allocation amounts are attached (*Table A: Monaghan County Council 2026 Allocations*).

1. Project Approval Guidelines - March 2024

As the funding and Approving Authority in relation to these projects, the NTA requires that these projects be delivered in accordance with the [NTA Project Approval Guidelines](#) March 2024 (PAGs), and any subsequent updates. In addition, the NTA requires Sponsoring Agencies to follow clear processes in relation to cost estimation, forecasting, reporting and cost management. These procedures are intended to assist both the delivery agency and the NTA to secure effective delivery of quality projects to an agreed scope, timeline and budget. It is important that we ensure, and can demonstrate, that projects are well managed and deliver value for money.

Accordingly, release of funding for a project will be contingent upon that project adhering to the requirements set out in the above guidelines. In particular, please note that expenditure against a project listed above should not be incurred, and will not be recoupable, until the completed Grant Application Form (GAF) or Project Continuance Form (PCF) as appropriate has been received and acknowledged by the NTA via NTA's Capital Grant Management System (PRS).

It is important, therefore, that the relevant personnel in your organisation are aware of the need to apply those guidelines fully in order to ensure reimbursement of relevant costs.

2. Gateway and Hold Point Approvals

The deliverables required under the Project Approval Guidelines must be submitted to the NTA in advance of approval being sought for any Hold Point or Gateway as set out in the Project Approval

Guidelines (PAGs) 2024 (and any subsequent updates). For Gateway Approvals the Council will submit the agreed deliverables and seek the required gateway approvals via the NTAs PRS system.

There is a requirement in the PAGs to obtain NTA agreement prior to initiating any planning consent process in relation to any NTA funded project or changes arising from consultation, and the requirement for prior agreement of the NTA to the commencement of the tendering process and the final construction contract award. **In the event of failure to obtain these prior approvals, the NTA may review its agreement to fund the project, up to and including immediate withdrawal of NTA funding support.**

3. Cost Reporting

The NTA cost report templates are available to download on the [cost management section](#) of the NTA website. The NTA require all Local Authorities provide a **Cost Report** on a monthly basis (generally in line with monthly payment certificates to the main contractor) for all **Band 2 and 3** schemes that are at Construction (Phase 6).

4. Exchequer Funding Requirement

Circular 13/2014 "[Management and Accountability for Grants from Exchequer Funds](#)" from the Department of Public Expenditure and Reform imposes certain obligations on grantees of Exchequer funding. It is a condition of NTA funding that the requirements of Circular No. 13/2014 are fully complied with.

5. Eligibility Guidelines

Funding of these projects is also subject to the [NTA's Eligibility Guidelines 2024](#) and any future updates..

6. Active Travel - Accessibility

Sponsoring Agencies are reminded of their requirements under the Disability Act 2005 and the United Nations Convention of Rights of Persons with Disabilities, in undertaking consultation processes with stakeholders including people with disabilities, associated with all NTA funded projects. As previously advised, the National Disability Authority "[Participation Matters: Guidelines on implementing the obligation to meaningfully engage with disabled people in public decision making](#)", should be used as guidance. Please submit details to the NTA on who was consulted and the outcomes.

Sponsoring Agencies are also advised that all infrastructure funded through the Active Travel Grant must be fully accessible for all and in line with the NTA Advice Note "[Access Control of Active Travel Facilities](#)".

Sponsoring Agencies must ensure compliance with the National Standards Association of Ireland adopted standard IS EN:17210 (Functional Requirements) and S.R. CEN/TR 17621:2021 (Technical Requirements) Accessibility and Usability of the Built Environment are for the design, construction, refurbishment, adaption, and maintenance of the built environment including outdoor pedestrian and urban areas and all relevant Universal Design standards.

7. Project Reporting and Expenditure Management

As set out in the Project Approval Guidelines, the NTA requires a regular report to be submitted by your organisation in respect of the funded projects, covering progress, expenditure, timelines, and significant issues. This regular report is required at least two days in advance of the scheduled regular meeting (see below).

The NTA requires a monthly report to be submitted by each Sponsoring Agency, on 1st Wednesday of every month, in respect of the funded projects and is to include:

- The **Monthly Project Progress Mastersheet** providing updates on each funded project.
- Completed **Programme Dashboard** for the active travel programme which we request is signed by the Senior Engineer and Director of Service.
- Update **RMO MapRoad AMS** to capture project records and line items to align with project expenditure.
- **Cost Reports** in relation to projects at construction.

Please note that the Monthly Report is the primary communication reference between your agency and the NTA in relation to schemes within the programme. The information within the monthly report will be used to respond to Departmental or public queries at a programme or project level by the NTA, accuracy of reporting is therefore essential. In circumstances where the monthly report is deficient, the Authority will raise the issue for immediate rectification with senior management in your agency.

As a minimum, updated cash flow profiles for all allocated projects should be provided on the following indicative dates which advises the NTA of any material changes of planned expenditure:

- Forecast Submission Date 1: 1st April 2026
- Forecast Submission Date 2: 1st July 2026
- Forecast Submission Date 3: 7th October 2026

An Annual Metrics table, and Project Completion Reports as per the NTA template, must be provided to the NTA by the end of the year outlining projects completed during the year. Project Completion Reports and Final Accounts must be uploaded to PRS along with other relevant deliverables to formally close out a project.

8. Drawdown of Allocation

Sponsoring Agencies are required to draw down their allocated funds promptly once the liability has matured and the invoice has been issued for payment, in line with the bi-weekly payrun schedule. To ensure effective cash flow management, drawdown progress will be monitored in alignment with the forecast submissions and forecast review meetings as set out under Project Reporting and Expenditure Management.

The estimated drawdown amounts will be based on the cash flow projections provided. Failure to achieve forecast drawdowns in line with projections may result in project allocations being reduced during the year. If you are unable to draw down the allocation as planned, you must inform the NTA as soon as possible so that funds can be reassigned within or to other Sponsoring Agencies, ensuring the transport capital budget is fully utilised.

9. Regular Meeting

A regular meeting will be held with your staff to discuss the regular report, review progress, and to address any issues that have arisen on the NTA funded schemes; dates for these meetings will be agreed with your staff. The meeting will also deal specifically with contractual variations issued, and expenditure claimed in the previous month.

10. Publicity and Dissemination

All publicity, public consultation, press releases and other public dissemination related to these projects need to refer directly to the NTA's funding. The specific prior requirements for signage, logos, etc. should be discussed with the NTA at the regular meetings, before engaging in publicity.

No press releases should be issued, or publicity/commemorative events held in relation to NTA funded schemes without the detail of such press release or publicity/commemorative event being agreed in advance with the NTA.

11. Audit Requirements

The accuracy of all figures submitted by Sponsoring Agencies e.g., grant claims, output data, details of own resources expenditure etc., is of the utmost importance. These figures are used in providing progress reports for the Department of Transport, and others, and are also subject to audit.

The NTA can at any time carry out either a full onsite spot-check or a desk-check on active travel expenditure claimed.

12. Audits and Certification

Sponsoring Agencies are reminded that in line with Department of Transport [NGS Circular 1, 2 and 3](#) of June 2022, agencies are required to undertake both Roads Safety and Quality audits at a number of points during the design development and will also be required to complete a Certification of Compliance for all relevant active travel schemes. Documents that do not form part of a PAG Gateway submission should be retained on file for inspection by the NTA at a later date.

13. Staff Costs

As in 2025 a specific allocation number is being provided for staff costs. Please note that only staff (excluding site staff) working exclusively (100%) on NTA funded projects will be eligible for funding.

14. MapRoad AMS – Active Travel Projects

All Local Authorities must upload and maintain full records of all active travel projects that have received NTA funding, whether in planning, under construction or completed since 2021 on the MapRoad AMS. Any active travel interventions across other grant categories (for any Government Department or Agency) or using own resources must also be uploaded to MapRoad AMS.

The MapRoad Asset Management System (AMS) is managed by the Road Management Office (RMO). The RMO will provide any necessary assistance and support in setting up users and training on MapRoad AMS software. The RMO can be contacted at contact@rmo.ie.

The RMO have asked that Local Authorities capture all expenditure drawn down for every project whether it is in design phase or it has been constructed using the following approach:

- Record all non-spatial expenditure such as 'design fees' drawn down for all projects as a line item in the 'other expenditure' tab of the relevant programme.
- Record the project spatially (location, materials, construction expenditure) used and drawn down for all projects as a spatial project (using ATI project form and drawing the ATI inventory linework).
- Record financial information noting expenditure that was drawn down and attributing it to project record or a line item.

15. Bus Stop Enhancement Programme:

An allocation is being provided again in 2026 in respect of a “*Bus Stop Enhancement Programme*”, which is intended to continue allow the upgrade of bus stops in various locations across the county, including the installation of bus poles and hardstanding areas, plus bus shelters in agreed locations. It is important that a programme of bus stop locations and associated works are agreed with the NTA in advance of any

construction commencing under this programme. In agreed locations, the NTA's contractor will continue to install bus shelters subject to the advance completion of the necessary groundworks. The principal contact in relation to this programme within the NTA is Colin Brandsma, Senior Programme Manager Colin.Brandsma@nationaltransport.ie.

16. Contacts

The principal contacts in relation to this programme within the NTA are John Rooney, Programme Manager john.rooney@nationaltransport.ie and Colin Brandsma, Senior Programme Manager colin.brandsma@nationaltransport.ie. Please contact them in relation to any assistance required or any issues arising.

17. Confirmation

You/A Director of Service are/is requested to complete and return the attached "Grant Allocation Confirmation Form". This confirmation requirement arose from an Audit recommendation and no payment can be made in respect of any project without the return of that completed form. No allocation will be assigned in PRS, the NTA's Capital Grant Management system and no payment can be made in respect of any project without the return of that completed form.

Finally, it should be noted that the terms and conditions outlined in this letter will also apply to any potential additional projects which may arise throughout 2026 which are not captured in the following appendix.

Yours sincerely,

Conor Geraghty,
Head of Active Travel Investment

Enc.
Table A – *Monaghan County Council 2026 Allocations*

Grant Allocation Confirmation Form

National Transport Authority,
Haymarket House,
Smithfield,
Dublin 7.

Attention of: Conor Geraghty, Head of Active Travel Investment

Re: 2026 National Transport Authority Capital Grant Allocations

Dear Conor,

We acknowledge receipt of the allocation letter dated 19th January 2026 setting out the proposed grant allocation amounts and projects intended to be funded by the National Transport Authority during 2026.

We confirm we are aware of the conditions attaching to these grant allocations and of the obligation to comply with those conditions to draw down the proposed grant.

Signed: _____

Print Name: _____

Position: _____

Name of Organisation: _____

Date: _____

Table A: Monaghan County Council

Active Travel Investment Grants: 2026 Allocations

Monaghan County Council

Project Code	Project Name	2026 Allocation
MN/21/0010	Carrickmacross - Castleblaney Rd Active Travel Scheme	€ 50,000
MN/21/0013	Monaghan Town Horseshoe Bridge Active Travel Measures	€ 600,000
MN/21/0014	Monaghan Town Ballyalbany Bridge Active Travel Measures	€ 900,000
MN/21/0020	Low Cost Junction Tightening/Pedestrian Crossing Schemes	€ 50,000
MN/22/0003	Staff Costs AT Team	€ 275,000
MN/23/0007	Carrickmacross R178/Oriel Road Active Travel Scheme	€ 100,000
MN/23/0008	Monaghan Town Cootehill Road Active Travel Measures	€ 50,000
MN/23/0010	Tullyhirm Lane	€ 20,000
MN/23/0013	SRTS Round 2 - Beech Hill College, Tirkeenan	€ 40,000
MN/23/0016	SRTS Round 1 - St Louis GNS & St Louis Infant School - Monaghan	€ 100,000
MN/23/0017	SRTS Round 2 - St Marys Boys NS	€ 10,000
MN/23/0019	Ulster Canal Greenway Link (Canal Street)	€ 20,000
MN/23/0102	Woodview to Glen Road connectivity - Monaghan Town	€ 145,000
MN/25/0002	Ballybay town park Active travel link	€ 50,000
MN/26/xxxx	SRTS Round 3 - Killeevan NS HSRR	€ 80,000
MN/26/xxxx	SRTS Round 4 - Convent Junior School	€ 10,000
Total:		€ 2,500,000

Active Travel Investment Grants: 2026 Allocations

Monaghan County Council

Project Code	Project Name	2026 Allocation
Allocations Through Other NTA Funding Streams		
MN/25/0001	Bus Stop Enhancement Programme	€ 500,000
MN/23/0020	Urban Mobility Plans	€ 80,326
Total:		<u>€580,326</u>
Total:		<u>€3,080,326</u>