

Tidy Towns & Amenity Grant Scheme 2026

Terms and Conditions

PLEASE READ THE FOLLOWING GUIDELINES CAREFULLY BEFORE COMPLETING THE APPLICATION FORM

Who May Apply?

The Grant Scheme is available as grant aid to community groups and voluntary organisations wishing to undertake small scale amenity projects in their local area.

- Tidy Towns Associations who are entering the National Tidy Towns Competition 2026
- Local Development Groups who are carrying out small scale capital amenity projects
- All applicants must be registered with the Public Participation Network
- Proposals from individuals will not qualify

Public Participation Network

Website: www.roscommonppn.ie Email: info@roscommonppn.ie

Eligible Projects

The following projects that may be considered, but not limited to, are:

- Small scale amenity improvement projects (outdoor works only)
- Tidy Towns Projects – i.e. provision and maintenance of open spaces, flower beds, etc.
- Improvements to housing estates which have been Taken-in-Charge by Roscommon County Council
- Projects on public property
- Sub Aqua Clubs

Ineligible Projects

The following will **NOT** normally be considered:

- Running costs of the project (wages, electricity, insurance etc)
- Activities where other funding is clearly available
- Sports and Private Clubs
- Festival/Events
- Internal works to Community Buildings
- Servicing of debt
- Training
- Publications
- Technical Assistance
- Projects where the activities of the group/organisation fall under the remit of another government department or agency e.g. health, sports etc.
- Any type of signage

General Conditions

The following policies and documents **must** be retained by the group and must be available for inspection if requested:

- Evidence of Legal Structure (e.g. Limited Co., Ad-hoc Group etc)
- Evidence of registration for VAT (if applicable)
- Up to date Tax Clearance Certificate
- Evidence of Insurances
- Evidence of Registration with the Public Participation Network (PPN)
- Child Protection Policy

The following conditions must be adhered to:

- Grant monies must be spent in the year of allocation
- Changes to the project, as described in the original application, must be agreed in writing with the Council in advance. Failure to do so will jeopardise the payment of the grant.
- The grant will be reduced in the event of actual costs on completion of the project being less than the original estimate.
- The maximum amount of grant available is €2,500.
- Grant aid will be paid retrospectively on submission of **paid original invoices**
- Grants awarded will not exceed 75% of the invoiced cost.

Selection Criteria

The following criteria will be applied by Roscommon County Council when assessing applications:

- The **local contribution** to the proposed actions (in terms of finance, time, personal commitment, other in-kind contributions). Where total project cost exceeds amount applied for, applicant must clearly demonstrate how shortfall will be covered.
- The extent to which the project meets the aims of the scheme.
- The promotion of **Sustainable Development Goals** in the project, i.e. climate action, responsible consumption and production, etc.
- **Equitable distribution** – The Council will endeavour to ensure that the available funds are dispersed to the three municipal districts as equitably as possible.
- Applications which would lead to **double funding** are not admissible under The Tidy Towns and Amenity Fund.

Grant Offer

- Successful applicants will be informed by email of their Letter of Offer
- They will be required to accept the offer via **“My Online Services”** which will constitute a contract with agreed objectives, targets, timescales and costs.
- The contract is conditional on the applicant complying with the General Conditions (see above).

Grant Claim

To drawdown the grant applicants are required to submit their claim via **“My Online Services”** by uploading the following documentation:-

- Original invoices/receipts
- A description of works undertaken
- Photographic evidence of works completed

The maximum grant will be the amount allocated OR 75% of the value of invoices/receipts submitted whichever is the lower.