



Comhairle Contae Thiobraid Árann
Tipperary County Council

Guidelines for Community Climate Action Fund 2025

Key Dates	Timelines
Launch of the Fund (open for applications)	Monday 17 th October, 2025
Deadline for submission of queries about the Fund	Wednesday 26 th November, 2025 @ 1pm
Deadline for receipt of applications (Closing Date)	Monday 1 st December, 2025 @ 4pm

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1. Objective of the Fund

The overall objective of the Programme introduced by the Department of Climate, Energy and the Environment (DCEE) is to support and empower communities, in partnership with Tipperary County Council (TCC) to shape and build low carbon, sustainable communities in a coherent way to contribute to national climate and energy targets. The Programme aims to support small and large, rural and urban communities to take climate action. This Programme supports direct engagement with communities to both promote and assist in the scale up of community climate action from the respective starting points of the communities. In addition to providing funding opportunities for relevant community projects and initiatives, the Programme also aims to provide education and information to communities to help them develop projects.

2. How will it Work?

Strand 1 funding is being provided by DCEE to TCC to fund relevant projects in communities/areas within their area of operation. There are 3 tiers of funding:-

- **Small scale projects:** 10% of the funding allocated to TCC will be made available to fund small projects up to €20,000. This tier of funding will support small projects such as community composting, water refill stations, pollinator projects, small renewable energy projects, rewilding etc. These proposals will be considered against the criteria set out in the evaluation criteria for small projects (section 13) below.
- **Medium scale projects:** 40% of the funding will be allocated for medium sized projects valued in the range of €21,000 - €50,000. Communities are to submit their application form to partner with TCC in these projects. These proposals will be considered against the criteria set out in the evaluation criteria for medium and large projects (section 14 below). Example projects can be found for each theme in the five programme themes section below.
- **Large scale projects:** 50% of the funding will be allocated for larger projects in the range of €51,000 - €100,000. Communities are to submit their application form to partner with TCC in these projects. These proposals will be considered against the evaluation criteria for medium and large projects section below. Example projects can be found for each theme in the five programme themes section below.

All applications approved by TCC for funding will require final approval by the Minister for Climate, Energy and the Environment.

3. Who Can Apply?

Community organisations meeting the requirements listed below are eligible to apply to partner with TCC to implement a project under this Programme. They:

- must be a not-for-profit organisation



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- must be located in the operational area of TCC
- must submit a completed application form on or before the specified closing date and time
- must be registered with the Tipperary Public Participation Network (PPN) <https://www.ppntipperary.ie/> or connected with other collectives such as the Wheel, Tidy Towns and/or a community group with Articles of Association or a Constitution, which hold an AGM, and for which approved minutes are available.

Furthermore:

- The project applied for must be in line with the aim/purpose of the funding.
- Only one application per organisation may be submitted for consideration – projects proposed could cut across several of the themes and be bundled together as part of a single application.
- In developing projects, TCC and communities will also consider how their projects contribute to progress in relation to relevant Sustainable Development Goals.

4. Who to Contact?

Any queries on the fund please contact communityfund@tipperarycoco.ie

Important to Note:

Application forms must be submitted to communityfund@tipperarycoco.ie by the application deadline of Monday 1st December, 2025 @ 4pm.

5. Types of Projects Eligible

The types of projects/initiatives, within communities, which are eligible for funding under the Programme, are to seek to demonstrate the delivery of national climate action at local level by:

- a) Reducing or supporting the reduction of greenhouse gas emissions
- b) Increasing the production, or use, of renewable energy
- c) Improving energy efficiency
- d) Increasing climate resilience
- e) Identifying nature-based projects that enhance biodiversity and seek to reduce, or increase the removal of, greenhouse gas emissions or support climate resilience in the State
- f) Assisting regions in the State (including communities in those regions) and within sectors of the economy impacted by the transition to a low carbon economy
- g) Involving potentially innovative solutions to address the above asks.

6. The Five Programme Themes

More specifically, projects must also be developed to take climate action across as many of



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the following five programme themes as possible. A project may therefore comprise several of the suggested project types as set out in themes 1 to 5 below. While these themes provide suggestions for the types of projects which may be funded, applicants are not limited to selecting these project types and are encouraged to explore innovative projects that meet the objective of the Programme. The 5 themes are as follows:

- **Theme 1:** Community energy
- **Theme 2:** Travel
- **Theme 3:** Food and waste
- **Theme 4:** Shopping and recycling (Circular Economy)
- **Theme 5:** Local climate and environmental action.

Theme 1: Community/energy

Many Irish buildings have very low energy ratings and high running costs, mainly due to heat loss. How we heat our buildings and the heat lost account for 10% of Ireland's greenhouse gas emissions. How we build, heat and run our buildings can play a big part in reducing Ireland's greenhouse gas emissions. We can make our buildings more energy efficient by retrofitting them (e.g. insulation), switching off and using low energy lights/ appliances, and using smart controls.

We are interested in projects which reduce the climate impact of buildings in communities by using less energy, utilising renewable energy and avoiding heat loss. This can include small community renewable energy projects (solar, hydro, wind), retrofitting community buildings, LED community lighting or community EV charging point(s).

Theme 2: Travel

How we travel is one of the main areas where behaviour change can have a rapid and real impact on achieving our climate goals. Transport accounts for approximately 20% of Ireland's greenhouse gas emissions. We know that changing our means of travel is not simple, and often dictated by previous planning and housing choices, particularly in rural communities, which has led to a high car dependency. However, there are real alternatives emerging.

We are interested in projects which contribute to emissions reductions related to travel. This can include reductions in carbon footprint in services, improving access to cycle ways, cycle parking, community electric vehicles, safe or active travel routes to schools.

Theme 3: Food and waste

It takes a lot of resources to put food on our tables. Growing, processing and transporting food all use large amounts of energy and materials. It is estimated that 1/3 of the food we grow is wasted and food waste accounts for 10% of global emissions. The National Climate Action Plan has set a goal for the agricultural sector to reduce their climate impact in producing food and there is a national commitment to reducing food waste by 50% by 2030.



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Some changes which people are already making to reduce their climate impact include reducing the amount of food they are wasting, as well as including more plant based and lower carbon proteins in their meals. While being mindful that different circumstances such as the culture, religion, health, abilities and tastes can affect the decisions individual people can make; at a systems, community and lifestyle level there are opportunities to connect and engage people in action on food, waste and climate change (see more at stopfoodwaste.ie). We are interested in projects that reduce food waste. This can include developing community gardens to promote local food production, allotments, food pledges from local businesses, food markets, repair hubs or community composting facilities.

Theme 4: Shopping and recycling (Circular Economy)

What we buy has a major contribution to emissions in terms of how they are made, transported, used, reused and recycled. Ireland is moving towards creating a circular economy, making products that last longer, can be repurposed, reused and eventually recycled more easily. One of our climate goals is to increase the amount of waste that is recycled and to make all packaging reusable or recyclable by 2030.

As shoppers we have the power to influence how our products are made, and to look for sustainable options. People are changing their shopping habits by buying products that last longer or repurposing clothing or furniture. People are also planning what they will do with things when they are finished using them, recycling as much as possible, actively segregating their waste for collection and using recycling centres and services near to them (see mywaste.ie).

We are interested in projects that increase the variety and number of recycling facilities in the local community; initiatives aimed at reducing, reusing and recycling, community repair hubs, swap shops, water filling stations or single use plastics elimination in businesses in communities.

Theme 5: Local climate and environmental action

Ireland also has an abundance of natural resources, from our bogs and forests to our rivers and oceans. These natural resources need to be protected from climate change, and in return, they will help us by absorbing carbon, reducing the risk of flooding, increasing flowers and wildlife, and acting as places for us all to reconnect with nature. How local communities come together to take action is an important part of the Climate Action Plan, and some of the best ideas for environmental action begin in the heart of communities. Community action can take many forms from simple clean-ups to community energy schemes, to making plans to adapt to the changes already happening.

We are interested in projects that take a holistic approach to managing the local environment, including in relation to climate action. This can include for example, mini forests, forest schools, dispersed orchards, community gardens, roof gardens, pollinator projects or climate resilience projects.



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7. Application Process

Small grants

This element encourages participation by communities wishing to start out on their low carbon transition. TCC will invite communities to partner with them on a small project by filling in an application form and selecting from a menu of options e.g. community composting, water refill stations, pollinator projects, small renewable energy projects, rewilding etc. In terms of considering an application, TCC will have regard to the eligibility criteria in the evaluation criteria section below.

Medium and Large grants

The following are the key steps in progressing medium and large projects:

- TCC will inform relevant community development organisations about the opportunities to activate communities for the purposes of this funding.
- TCC will invite applicants from communities interested in being a project partner with them.
- Relevant community development structures and organisations will be encouraged to support local communities in the development of their projects; but the community groups will be the lead.
- In terms of considering applications, TCC will have regard to the eligibility criteria in the evaluation criteria section below.

8. Mandatory Requirements for Projects

Projects:

- Must comply with all statutory requirements in relation to planning, building regulations, Health and Safety, and Fire Codes, if applicable.
- Prospective partners are required to self-certify that they do not have the funding available to undertake the work without support, or alternatively that the support will enable them to undertake more, work which they otherwise are not be able to afford.
- Prospective partners must be able to demonstrate their ability to carry out the proposed works.

9. Funding and Eligible Costs

Eligible costs will be considered on a case-by-case basis. However, the following general conditions will apply:

- Costs submitted must be for the sole purpose of implementing the project and shall not relate to any other purpose.
- Duplicate public funding must not have been received, or will be received, from other sources for the same purpose.
- Costs must be verifiable e.g. by evidence of public procurement, an invoice and receipt for payment.





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- Some costs may be deemed ineligible from the outset. This will be taken account of in the grant amount recommended and the amount awarded and included in the grant agreement for the proposal.
- Up to 100% funding may be provided from the Climate Action Fund. Other funding may be leveraged for projects (e.g. with LEADER, Tidy Towns, Town and Village Enhancement funding, etc.) although that is not a requirement of this programme.
- Funding must comply with State Aid requirements.
- It is the responsibility of the administrators or body responsible for any other funding scheme or programme to ensure that using this Programme to co-fund a project does not contradict the rules of that other scheme/programme.

10. Non-Eligible Projects and Activities

The Community Climate Action Fund will not formally fund activities involving:

- Projects that solely benefit an individual
- Teaching/staffing in schools
- Travel and transport costs except in exceptional circumstances
- Equipment, unless directly associated with the project
- Income generating projects
- Overheads, ongoing running costs
- Insurance
- Accommodation and subsistence

This list is not exhaustive.

11. State Aid Requirements

The application forms will require both the partner and community groups to assess whether any funding received for their project will constitute state aid. There will be simple questions that will help the groups to fill in the forms with the assistance of the Community Climate Action Officer. In the cases that involve state aid the groups will be asked to declare previous De Minimis State aid received and any funding will be aid offered through the De Minimis Regulation (Commission Regulation (EU) No. 1407/2013), provided it will not breach the relevant De Minimis ceiling. If a project is ineligible to receive funding through the De Minimis Regulation the group may be eligible to receive funding through the CAF GBER Scheme. The Community Climate Action Officer can engage further in that case with Department Officials.

12. Evaluation of Proposals

- All applications under this programme will be reviewed and assessed by TCC, in line with the criteria set out below in the first place to determine suitability for funding.



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- Selection of suitable projects for consideration by the Minister is at the discretion of TCC. Once a project has been deemed suitable for funding, TCC may, in deciding the final selection of projects, take account of a number of factors including the contribution of the projects to the climate action objectives of the local authority, the geographical distribution of projects and the desirability to fund a variety of different projects.
- The selection of projects is a competitive process. TCC will recommend projects up to their allocated amount under strand 1 of the programme.
- Only applications that, in the opinion of the TCC, have passed the evaluation will be sent to the Department.
- The Minister will approve payments to projects. TCC will highlight to applicants that success at the evaluation stage is not a guarantee of funding due to the competitive nature of the programme.
- TCC will issue a letter of offer to successful applicants, which must be followed by a letter of acceptance from the applicants to participate in the project.
- If an applicant is awarded a lower funding allocation from what was initially sought, the applicant may submit a revised programme of works to the satisfaction of TCC. It is envisaged that there will be engagement with TCC in the preparation of same.

TCC reserves the right to withdraw from a project if all requirements are not met within a reasonable period.

13. Evaluation criteria for small projects

Projects will be evaluated under the same criteria as the medium and large projects, however, consideration will be given to the smaller scale of the project. Projects must still be relevant and demonstrate impact. Thought will also be given to the potential for replication in other communities, but they do not need to be innovative or scalable. Value for money is a key consideration, and can be achieved by applying a 3 quote minimum rule, however, there is no requirement to choose the cheapest option. Communities must also consider green procurement where possible <https://www.gov.ie/en/department-of-climate-energy-and-the-environment/publications/green-public-procurement-strategy-and-action-plan-2024-2027/>. The projects must be achievable and standard governance arrangements will apply.

Where 3 quotes for a particular product/service is not possible or is overly burdensome in the case of multiple project components, the requirement for 3 quotes per item may be waived and the application may be evaluated on the quotes available. Documentary evidence to be provided showing efforts made to obtain 3 quotes where possible. The applicant will consult with the Community Climate Action Officer prior to submitting their application. TCC must be satisfied that the application represents value for money and that the applicant has engaged with suppliers in developing their trading online proposal.



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14. Evaluation criteria for medium and large projects

This programme aims to ensure that projects are selected by TCC in a transparent and fair manner, according to clear criteria where due consideration is given to all eligible applications. Applications will be assessed inter alia on the following criteria. The maximum overall score is 100%. Applications that score 50% or above and meet the minimum score required under selected criteria as set out below, will be considered for a project partnership with TCC.

Selection Criterion	Weighting	Min. Required	Basis for Assessment
Relevance and Impact	30%	15%	The project meets the objective of strand 1 to shape and build a low carbon community, and can clearly demonstrate the impact of the project in contributing to Ireland's climate and energy targets.
Innovation and Scalability	20%	-	The project contains practical innovation/(s) and/or approaches. It has the potential to be scaled up or replicated in other communities post funding. The project has a lasting impact.
Value for Money	20%	10%	The costs applied for are reasonable, represent an efficient use of resources and are commensurate with the quality and nature of the activities proposed. Realistic, specific and relevant outputs and outcomes are identified, which are commensurate with the level of investment.
Achievability	10%	5%	The organisation/partnership has the appropriate expertise to deliver the proposed project. The proposal is clear and coherent and is deliverable within the timeframe. Key milestones are specified with an explanation of how these will be monitored.
Partnership Approach	10%	-	Any Partner/Consortium roles and responsibilities are clearly outlined with partnership agreements in place (where applicable). The proposal demonstrates how all key stakeholders will be involved in the planning and implementation of the proposal.





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Governance Arrangements	10%	5%	Any necessary governance and financial management systems, controls and processes are in place to meet the requirements of the programme. Where applicable, evidence of tax compliance and registration with relevant bodies are supplied. Details of track record in managing other state funding is supplied.
	100%		

15. Approval of the Minister

Following the selection of suitable projects in line with the criteria above, TCC must submit a report to the Minister.

16. Data Protection and Freedom of Information

When a grant application is received by TCC a record is created in the applicants name from the information you provide. The information will be stored by TCC, where relevant, in paper/electronic form. Information that is collected by the TCC including information that you give us, is added to the record. You have the right, given by the Data Protection Act of 1988 and 2003 to a copy of your information at any time. TCC is also subject to the Freedom of Information (FOI) Act, 1997.

The information we record is used only for the following purposes:

- Processing of applications;
- Auditing of applications;
- Compiling statistical information to help us plan and improve our services;
- Analysing information about applicants for other bodies such as various Government Departments;
- Producing our own statistics for publication;
- Publication of applicant and project details (including photography) for publicity and promotional purposes.



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17. Terms and Conditions of the Scheme

1	Applications must be made only via email communityfund@tipperarycoco.ie Please do not duplicate by also sending via post.
2	Successful applicants will receive a Letter of Offer and Grant Agreement from TCC.
3	Grant agreement must be signed by the beneficiary and returned to the Community Climate Action Officer via email communityfund@tipperarycoco.ie .
4	Grants awarded will only be paid by electronic funds transfer into the bank account of the beneficiary.
5	Phased payments will be considered on a case by case basis on completion of a drawdown request form. Progress report will be required for each phase.
6	The Community Climate Action Officer may call to site to ensure project delivery is on target.
7	This is a competitive fund; <u>the decision of the Assessment Committee is final.</u>
8	Unsuccessful applicants will be notified.
9	Projects must comply with all statutory requirements in relation to planning, building regulations, Health and Safety, Insurances and Fire Codes, if applicable. Where applicable, evidence of compliance must be received.
10	Prospective partners are required to self-certify that they do not have the funding available to undertake the work without support, or alternatively that the support will enable them to undertake more work which they otherwise are not be able to afford.
11	Prospective partners must be able to demonstrate their ability to carry out the proposed works.
12	TCC will not be responsible or liable for any loss or damage of any kind arising during the course of any work undertaken on a project by the beneficiary.
13	The management, implementation and operation of compliance with health and safety legislation for projects funded is the responsibility for the funding applicants.
14	It is the responsibility for the applicant to have a policy and procedures in place for the Protection and Safeguarding of Children.
15	TCC reserves the right to contact other funding bodies such as LEADER, IFI, Heritage Council, Local Authorities, Waterways Ireland etc. regarding project applications.
16	TCC may request further information if project application is not sufficiently complete.
17	Project activity is to be completed by the date stated in the Agreement.
18	Any extensions to report deadlines must be agreed with the Community Climate Action Officer.
19	If a drawdown request form and a project completion report is not received, TCC may consider that the project is not progressing. The grant awarded may be revoked or reduced if any of the following events occur: <ul style="list-style-type: none"> - The beneficiary abandons the project or reduces the scale of the investment provided for, or - It is found that the award has not been used for the purposes for which it was intended, or - That the investment financed by the award has not been properly carried out or that irregularities in relation to the grant have occurred, or





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	<ul style="list-style-type: none">- An order is made, or an effective resolution is passed, for the winding up of the beneficiary.- In any case in which payment of a grant is reduced, suspended or cancelled or where the award is revoked or reduced, the beneficiary will be required to reimburse any relevant amounts to TCC.
20	Applicants may choose to combine this scheme with other sources of grant aid however, there will be no duplication of funding for the same activity/project.
21	Recognition must be given to TCC and the DCEE in any promotional material associated with the project.
22	TCC may use project details in promotional material and for reporting purposes.
23	Public sector requirements apply for procurement; see www.procurement.ie .
24	Where applicable, grantees must produce a current tax clearance certificate from the Revenue Commissioners (where grants exceed €10,000).
25	In the event of failure by a beneficiary to comply with any or all of the foregoing conditions, payment of the grant awarded may be suspended, reduced or cancelled.



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