

Community Fund

Member Tenant
Guidelines 2026



Co-operative
housing
Ireland

Community Fund

At a glance

Who can apply?

Member Associations, or individuals or groups of Member Tenants where no Member Association exists.

What can funding be used for?

Community events and activities, improvements to communal or green spaces, or the running costs of an established Member Association.

How much funding is available?

€250 – €2,500 per application, depending on the scale, impact, and value for money of the proposal.

When should I apply?

Applications should be submitted 8–12 weeks before your planned event or project.

Community Fund

At a glance

How are applications assessed?

Applications are assessed based on need, community benefit, feasibility, and engagement with the Community Engagement Team.

Safety and Insurance

Some activities may require basic safety or insurance steps. These are a normal part of organising community events, and your Community Engagement Specialist can support you through them.

Who do I work with?

Member Tenants must work closely with their Community Engagement Specialist, who will be their main point of contact throughout the process.

The Community Fund

The Community Fund supports Member Tenants to deliver local community projects across Co-operative Housing Ireland Developments.

Historically, funding was only open to our Member Tenants who had formed a Member Association or Resident Group with a constitution and bank account.

In 2024, a motion was brought forward by Member Tenants at the National Board AGM to make funds more accessible to areas where no Member Association exists.

The Community Fund criteria have now been extended to Member Tenants:

- Who want to develop projects or initiatives on their estates, where there is no formal group in place
- Who are from smaller housing estates where having a Member Association would be impractical.

Member Tenants must work closely with the Community Engagement Team, who will be your main point of contact. You do not need any previous experience to apply for the Community Fund. Support is available throughout the process.

Funding Amount

You can apply for funding between €250 and €2,500.
Funding is limited and applications are assessed competitively.

Allocation of this will be based on the following factors:

- Number of houses in the estate
- Scale and potential impact of the project
- Details of the project plan provided on the application form
- Value for money
- Engagement with the Community Engagement Team and/or the Neighbourhood Specialist in the planning stage



Who can apply?

1

Member Associations (formally set up with the assistance of Co-operative Housing Ireland)

2

Individuals or groups of Member Tenants (on estates who do not have a Member Association)

3

Individual or groups of Member Tenants from areas where a Member Association already exists are **not eligible** to apply. Contact the Community Engagement Team. They can link you in with the Member Association in your area

If you have an idea please reach out to the Community Engagement Team - They can help you with your idea and see if it is suitable for the Community Fund.



What you can apply for

You may apply for funding for one or more of the following within a single application:

- Community events and activities for Member Tenants
- Improvements to communal or green spaces within your estate
- Support towards the running costs of an established Member Association

Only one application may be submitted per funding round, however multiple events or projects may be included.

All events, activities, and improvements included in the application must meet the defined criteria and be clearly described with a full breakdown of the associated costs.

Community event and activities



Community-Building
Events



Arts & Creative
Activities or
Workshops



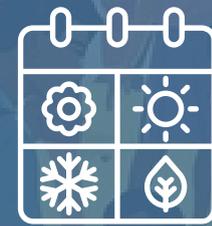
Outdoor &
Environmental Activities
e.g., Gardening or planting day in
a Co-operative Housing Ireland
managed green space



Music, Storytelling,
or Small Cultural
Activities



Light Wellness
Activities - Walking
Group Launch



Seasonal
Events

Community Events and Activities Criteria



Events and activities must take place within a Co-operative Housing Ireland community or directly benefit Member Tenants



Events must be inclusive and accessible.



Applications must demonstrate the need, purpose, and community benefit of the proposed event.



Member Tenants must be consulted in advance and show support for the proposed activity.



All events must comply with funding requirements, including submitting a risk assessment, obtaining Public Liability Insurance and ensuring necessary permissions and photo consents are organised where required.

Improvements to communal areas and green spaces

- Installation of benches or community seating areas
- Planting flower beds, shrubs, or pollinator-friendly gardens
- Adding raised planters or improving existing communal garden spaces
- Updating or adding estate signage (e.g., welcome signs, block identification signs)
- Installing community notice boards
- Art murals or small-scale community art projects designed with Member Tenant input



Improvements to communal areas and green spaces - Criteria

- 1** The area being improved must be a Co-operative Housing Ireland managed communal space. If the space is not owned or managed by Co-operative Housing Ireland, written permission from the land or property owner must be provided before funding can be approved.
- 2** The improvement must be low-maintenance or easy for Member Tenants to maintain once completed.
- 3** Member Tenants must demonstrate their ability and willingness to look after and maintain the improvement after installation.
- 4** Co-operative Housing Ireland will not be responsible for the ongoing care, upkeep, or replacement of items funded through the Community Fund.
- 5** The improvement must be inclusive and accessible for all Member Tenants



Improvements to communal areas and green spaces - Criteria

- 6 The improvement should enhance the appearance, usability, or safety of the shared space.
- 7 The improvement must not create future liabilities for Co-operative Housing Ireland (e.g., items requiring specialist servicing or inspection).
- 8 All materials, fixtures, and planting must be safe, durable, and suitable for communal use.
- 9 Any proposed additions, installations, landscaping changes, or physical works in Co-operative Housing Ireland managed communal areas must be reviewed by the Neighbourhood Delivery Team, and where required, the Asset Management Team. This is to ensure the proposal is suitable for the estate. It must not conflict with planned works or long-term maintenance responsibilities. Approval must be confirmed before funding can be approved.



Running Costs of your Member Association

(only applies if the application is being
made by a Member Association)

Annual Public
Liability funding

Meeting room hire
for committee
meetings

Training relevant to
the needs of the
Member Association

What the fund will not consider



Any costs incurred before the grant has been confirmed.



Sports equipment or sports-related structures, including goal posts, basketball hoops, nets, gym or fitness equipment, or any permanent or semi-permanent sporting installations. Co-operative Housing Ireland are not responsible for the maintenance and management of sporting equipment or facilities.



Fuel-operated or electric hand tools/equipment, including BBQs, lawnmowers, strimmers, hedge trimmers, drills, or similar items.

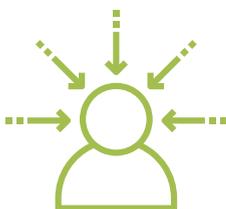


Projects that cannot be completed within 12 months from the grant being confirmed.

What the fund will not consider



Bouncy castles, inflatables, or inflatable play structures (hire or purchase).



Applicants who have already received Community Fund support within the same financial year, including for a different project.



Applicants who have not returned receipts or completed feedback from previous Community Fund grants.



Applications that do not directly support or benefit Co-operative Housing Ireland communities.



Applications for works or improvements in areas not owned or managed by Co-operative Housing Ireland, where written permission from the landowner is not provided.

Applying for the fund

1

All applications to the Community Fund must be submitted using the official Community Fund Application Form. Applicants may submit one application per funding round.

2

Your application may include multiple events, activities, or improvement projects, if each proposal is clearly identified and fully costed within the form.

When to apply

Applicants should submit their application 8–12 weeks before their planned event or project.

- Smaller events or activities may require a minimum of 8 weeks.
- Larger or more complex projects may require up to 12 weeks to allow sufficient time for assessment, approval, payment processing, permissions, insurance, and risk assessment requirements.

How to apply

Applications may be submitted through the following channels:



Online Submission

Complete the application online here: [Community Fund – Fill out form](#)



Paper Submission

A paper version of the application form may be requested by emailing [**members@cooperativehousing.ie**](mailto:members@cooperativehousing.ie)

Safety & Insurance

Co-operative Housing Ireland providing funding for an event, activity, or improvement does not make Co-operative Housing Ireland responsible or liable for the delivery, safety, or management of the project. Responsibility for the event remains with the organising Member Tenant(s) or group.

The following sections explain what you need to do to ensure your event is managed safely, protecting both you and the other Member Tenants who attend.

Safety and insurance requirements are a normal part of organising community activities, and support is available to help you through these steps.

Public Liability Insurance Requirements

Events or projects may require Public Liability Insurance. Insurance is usually needed for activities where there is a risk that someone could be injured or property could be damaged. You will need to indemnify Co-operative Housing Ireland against any claims linked to items purchased or activities organised. Your application can include the cost of this.

You may need insurance if your project involves

1

Equipment such as gazebos, tables, craft stations or similar

2

Activities like face painting, entertainment, demonstrations or games

3

Any work being carried out in shared communal areas

4

Any activity where there is a possibility of harm to people or damage to property

Public Liability Insurance Requirements

If you hire a supplier

1

The supplier must have their own Public Liability Insurance

2

You may be asked to provide proof of their insurance

3

It is the applicant's responsibility to check this before the event

Getting Advice

Several insurance companies in Ireland provide Public Liability cover for small community events and estate-based activities. Applicants are encouraged to contact insurers directly for advice on the most suitable type of cover.

Risk Assessment

A Risk Assessment is required for all events and activities.

1

A sample template and a blank template are available on the Co-operative Housing Ireland website or you can email **members@cooperativehousing.ie**

2

It must be submitted to your Community Engagement Specialist at least 4 weeks before the event.

3

The Risk Assessment must identify potential risks and explain how you will manage them.

Your Community Engagement Specialist can support you and guide you through these steps.

Events or activities cannot proceed without an approved Risk Assessment.

Payment process for successful applicants

Member Associations

The payments will be made through bank transfer to an account in the name of the group.



You will need a bank or credit union account and a process by which 2 unrelated people are signatories on the account



You must be set up with Co-operative Housing Ireland as a Member Association by filling out our bank details form and sending proof of your account details



Original invoices/receipts will be required as proof of grants having been spent for the purpose originally requested

Individuals or Groups of Member Tenants

(without their own, separate bank account)

Co-operative Housing Ireland will pay for the project on their behalf by:



Arranging payment to suppliers directly on receipt of invoices

Responsibility is on the group or individual Member Tenant to ensure:



The company has the goods in stock.



The items can be delivered, and the group should find out if there are added costs to delivering.



The suppliers provide Co-operative Housing Ireland with relevant details to progress payments.

Requirements on completion of project

A close-up photograph of a hand holding a pen, writing on a document. The background is blurred, showing what appears to be a computer monitor.

All successful applicants must complete the **Community Fund Feedback Form** after their event or improvement. At least **two photographs** must be supplied along with the feedback form and Co-operative Housing Ireland has the right to use these for promotional purposes. It is important that **photo consent** forms are completed for anyone identifiable.

A sample consent form is available on the Co-operative Housing Ireland website or you can email: **members@cooperativehousing.ie.**

Before applying please ensure

1

Member Tenants have been consulted regarding the proposed event(s) or improvement(s). They are supportive of your proposal and their feedback is reflected within the application. The Community Engagement Team can help with this process.

2

All proposals comply with the eligibility criteria outlined in these guidelines.

3

A full, accurate breakdown of costs is provided for each element included in the application.

4

Any required supporting documentation is emailed, such as written permission where the proposed improvement is not in a Co-operative Housing Ireland managed area.

5

You understand the obligations relating to risk assessments, insurance requirements, project feedback, and photo consent.

At any stage in this process you are welcome to reach out to the Community Engagement Team for assistance
by emailing: members@cooperativehousing.ie