

Round 3: Pride in Place Community Grant Guidance

Introduction:

Broadland and South Norfolk Councils created the Pride in Place Community Grant, with funding from the UK Shared Prosperity Fund, released by the government in 2022. The Pride in Place programme has two overall objectives:

- Strengthening our social fabric and fostering a sense of local pride and belonging, through investment in activities that enhance physical, cultural and social ties and access to amenities, such as community infrastructure and local green space, and community-led projects.
- Building resilient, healthy and safe neighbourhoods, through investment in quality places that people want to live, work, play and learn in, through targeted improvements to the built and natural environment or innovative approaches to crime prevention.

This is the third and final round of Pride in Place Community Grants, after two successful rounds of applications, that enabled us to fund exciting Revenue and Capital projects across the districts, and Feasibility studies to understand the needs of the communities. The councils are now able to open up the scheme for third-round applications. **Applications close on 31st January 2024.**

Through the Pride in Place workstream it has been highlighted that community involvement in decision-making for local regeneration is key. Grants are therefore available for eligible organisations to improve community cohesion and engagement, understand local needs to develop appropriate community facilities and support community-led built and green infrastructure development.

As part of the UK Shared Prosperity Fund programme there are a range of outputs and outcomes that the councils have agreed to achieve when spending this funding, **therefore when writing your application please take these into account and include how your project will meet these outcomes and outputs included below.**

Grants available:

- **Revenue Funding**
This grant supports the investment in bringing communities together through **events and activities, or the deployment of resources to create a greater sense of pride in place**. This could be to address a specific challenge or to take up an opportunity. **We encourage applications to show wide engagement and ongoing community benefit**, for example where community consultation is demonstrated, and the project is sustained through ongoing volunteering and other funding. Within your application we would like to know what match funding is available to support your project.

Please **note we are not able to support applicant's core running or staffing costs** (i.e., existing staff) but will consider essential project delivery requirements such as training. Volunteer costs can be included.

Possible project examples:

- *Addressing an issue of antisocial behaviour through providing positive activities for young people.*
- *Building community cohesion in places where there have been large scale residential developments through community activities or events.*
- *Funding to provide support to local volunteer groups.*

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| Outcome: |
| Improved engagement numbers |
| Outputs: |
| Number of local events or activities supported |
| Number of volunteering opportunities supported |
| Number of people reached |

- **Feasibility Funding**

Funding is available to help improve understanding of local needs to develop future community and green infrastructure projects. **A feasibility study is an assessment of the practicality of a proposed project plan. As the name implies, “Is this feasible?”** This grant can be used to cover the full cost of a feasibility study, although we would encourage an element of matched funding with your application.

Possible project examples:

- *Feasibility study to understand the viability of a proposed multi-sport site.*
- *Feasibility study relating to a proposed new community centre development.*
- *Feasibility study to determine the options of land and their viability for a green infrastructure project.*

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| Outcome: |
| Increased number of projects arising from funded feasibility studies |

- **Capital Funding**

Grants are available to cover 50% of the total cost of a project, up to £25,000, for investment in capacity building and green infrastructure support for local civil society and community groups. Funding is available towards the cost of new or improved community facilities.

Possible project examples:

- *Funding towards the improvement work to an existing village hall.*
- *Funding towards a new community sports pitch.*
- *Funding towards a green infrastructure project.*

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| Outcomes: |
| Improved engagement numbers |
| Number of new or improved community facilities as a result of support |
| Output: |
| Number of facilities supported or created |

Additional Information:

- 1. Funding is competitive:** This means grants will not automatically be awarded to all applicants. Applications will be considered on their individual merits. We may not have the funds to support all approvable applications. If so, we will offer funding to those scoring highest in meeting Pride in Place criteria, in a clear and transparent appraisal process.
- 2. You will need to submit evidence to support your application including:**
 - Research to show there is a real need and demand for the proposed project.
 - Evidence of match funding for example an offer of funding (letter) or bank statement of “own funds.”
 - Evidence that the project is sustainable, for example the ongoing benefit to the community or how ongoing revenue costs will be covered.
 - Evidence that all relevant permissions have been approved e.g., planning permission, landlord agreement. *Please note we are not able to provide funding towards statutory requirements.*
 - For any expenditure over £2,500, three comparable quotes are needed for each item of expenditure. Each quote must be based on the same specification, for example using the same materials and measurements. In instances where a member of staff is being recruited, we will require evidence of this process, including evidence of the advert, recruitment process, contract etc.
- 3. Application Timeline:**
 - Round 3 open to applications – 1st November 2023
 - Round 3 closing date – 31st January 2024
 - Decision on applications – first week of March 2024
 - Funds can be drawn down from April until 31st Dec 2024
- 4. Please note:**
 - We will not be able to cover any costs that have been incurred before a grant offer is made.
 - We will not support any activities promoting religious or political beliefs, nor projects which discriminate against protected characteristics including race, religion, disability, gender, or sexual orientation.
 - Projects must commence within six months of grant approval and complete no later than 31 December 2024.
 - Grant payments will be made in arrears. You must provide evidence that contracted outputs have been delivered and the items have been paid for in full before you submit a grant claim. This will require evidence of expenditure, through the supply of invoices and receipts.
 - VAT will not be included in grant offers unless this cannot be recovered by the organisation.
 - Projects must complete a quarterly update report outlining progress against agreed milestones. Where schemes do not proceed or are at risk of not being delivered within agreed time frames, the grant offer will be withdrawn. Funds cannot be transferred to another project.
- 5. Completion of the application form:**

Guidance is provided on the application form itself, however some additional pointers on completion of the application form are outlined below.

Brief outline of the project

Applicants should use this as the opportunity to describe the project:

- What is the project delivering?
- What problems does it address?
- How does the project support the objectives of the fund?
- What approach will be taken and why?

Project need

Applicants should consider the following:

- What is the need or demand for the project?
- Where has the evidence for the need and demand been drawn? E.g., Neighbourhood plans, community consultation, feasibility studies, existing infrastructure audit
- Has the project taken best practice learning from previous similar projects?

Outputs and Outcomes

Outputs are different from Outcomes. Outcomes are what you will achieve from the Outputs or activities that you will do. Or in other words, Project Outputs are the deliverables of the project, they are the tangible things which will be directly produced by the project being completed. Project Outcomes are the consequences of delivering those Outputs. For example, the repair of a village hall floor (and all that entails) is an output. The outcome of this will be a safer space that more people will be willing and able to utilise. You can then estimate how many more groups/people will use the space as a result of the works and perhaps how much additional income that would bring in to sustain the functioning of the hall.

Getting SMART. The best outcomes are ‘**S.M.A.R.T.**’:

- **Specific** - about what will be achieved.
- **Measurable** - able to use metrics and evidence to show a change has taken place.
- **Achievable** - set goals which will be accomplished.
- **Realistic** - ensure it is something that can be achieved.
- **Time-based** - timescale for activities are included.

A simple example of SMART outcomes and outputs:

Your outcome is to reduce litter in the neighbourhood so that people have pride in where they live.

Your SMART outcome would be to reduce litter in the neighbourhood by 50% over the next 6 months.

Your SMART outputs are installing 3 bins and holding 3 litter picking days with at least 10 residents attending on each occasion.

You will monitor the amount of litter before the changes are made and after to check that your changes are working.

Project Monitoring - Measuring Progress with Milestones

Applicants should show how they intend to monitor the outputs of the project. To ensure your project is delivering what you planned, it is useful to set ‘Milestones’. These are targets which monitor the progress of your project.

A simple example of using milestones:

A milestone for reducing litter in the neighbourhood could be to install 1 bin by the first month of the project. This can then be measured as to whether it was achieved and whether it is helping to reduce litter.

After you complete your outputs, you can then evaluate the impact they have had towards meeting your outcomes.

Is your proposal part of a wider project?

Let us know if the project is dependent on additional work, funding, projects or infrastructure being completed.

Have you informed your District Councillor(s) about this application?

It is important that you let your Councillor(s) know that you are applying, as they are interested and want to be able to support applications if and where they can.

Sustainability

This refers to whether or not this project, and or its impact, will be able to continue after the funding period. It is a question about the viability and longevity of the project. This is difficult to answer for a feasibility study because this very question may well be within the scope of the study. However, you may have already secured funding for the next phase, dependant on results of the study. If so, it would be good to include this information.

Environmental Impact

We are all aware of the changes that are occurring in our environment. Has your project considered the environment in the way it has been designed, to mitigate against negative impacts and to have a positive impact.

Equalities Assessment

The 2010 Equalities Act protects some groups and characteristics (such as age, sex, race and disability etc). Is it possible your project will impact on a protected group/characteristic? Will it benefit any groups within these protected categories? Does it impact any community characteristics such as health, place (including rurality), low-income households and poverty.

For further information or enquiries please email:

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