

Community Fund Process

The Fund

The fund will incorporate both the CIL Neighbourhood Fund (currently with £43k available) and £53k secured from Council savings. The CIL monies will only be available for community infrastructure-led projects in accordance with the CIL Regulations.

The fund will be open for bids of **up to £20k**.

Applications for up to 100% of the total cost of a bid will be welcomed, but the provision of match funding (or in-kind funding) would strengthen a bid.

Process

The Grants Sub-Board will meet every quarter to assess bids, while the fund will be open all year round for applicants to submit bids. Should applicants need support in compiling a bid they will be able to contact the Borough's Grants Officer for assistance. Applications under £5k will be required to provide at least one quote for all items and works, while applications of £5k or more will be required to provide at least three quotes/tenders.

Applications will be sent to gbcgrants@gosport.gov.uk for validation. Once validated and all the appropriate documentation has been submitted, proposals will be sent to the Grants Officer for review and compilation into a report for the next Grants Sub-Board. The Planning Policy Team will also be notified of any CIL-relevant applications and asked for comment.

The Grants Officer will compile any received comments and undertake a checklist summary on each application, to assist the Grants Sub-Board members in comparing and contrasting bids before approval. Applicants will also be invited to attend the Board to present their proposal to members.

The checklist summary will include a range of considerations including:

- Whether all the required documentation has been submitted;
- Whether the bid satisfies one or more of the Fund's Priorities, which are:
 - Enhancing community places and spaces;
 - Bringing people together and building stronger communities;
 - Improving sustainability and tackling climate change;
 - Tackling poverty, deprivation and isolation;
- Value for money, including any match funding.

In reference to the latter point, bids will be required to submit accounts so the Council can assess the need for grant funding. Applications for retrospective works will not be funded.

If a bid is declined by the Board, a reason will be required (a few sentences), which will be fed back to the applicant. Declined bids would be welcome to apply again, as long as any required alterations are made to the bid based on the feedback. The Grants Officer may be able to assist in directing unsuccessful applicants towards other potential funding sources.

Successful bids

Successful bids will be notified and asked to sign a delivery contract with GBC before any funding is released. Applicants will also be expected to sign a Publicity Agreement in order to allow the Council and applicant to effectively promote successful schemes and the Fund.

For applications under £5k 100% of the grant funding will be provided upfront, while for applications of £5k, they will receive £5k upfront plus 25% of the remaining, with the rest payable upon completion (unless justification is provided for a higher upfront amount). Applicants will have 24 months to deliver the project and completion will require the submission of an End of Project Report and possibly a site visit. A clawback clause will be applied to any property which is sold within 3 years of having completed a grants project.

Payments will only be made to verified business/community bank accounts.

Successful bids will be added to the Council's website.