



UK Shared Prosperity Fund – Burnley Community Grant Scheme 2024-2025

Application Guidance Year 3

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What is the UK Shared Prosperity Fund – Burnley Community Grant Scheme?

This fund is about levelling up opportunity and prosperity and overcoming deep-seated geographical inequalities that have held some areas back for too long.

It is also, fundamentally, about levelling up people's pride in the places they love and seeing that reflected back in empowered local leaders and communities, a stronger social fabric and better life chances.

This is the vision and ambition for the new £2.6 billion UK Shared Prosperity Fund (UKSPF). This money is going straight to local places right across England, Scotland, Wales and Northern Ireland to invest in three local priorities: communities and place, support for local businesses and people and skills.

All places have their challenges, with affluence and deprivation often coexisting. In recognition of this, the UKSPF amounts to a predictable, long-term funding stream which local leaders are free to use as they see fit to unleash their unique potential. They can focus on what works best for their communities, including in new and innovative combinations, unshackled by previous restrictions.

This is a new approach to investment and the empowerment of local communities that Burnley Council is confident will make a real difference on the ground and change lives. Burnley Council is looking forward to seeing the creative, ambitious choices that communities make as they level up and take charge of their destinies.

Aims

The UKSPF will support restoring a sense of community, local pride and belonging, especially in those places where they have been lost.

The primary goal of the UKSPF is to build pride in place and increase life chances across the UK. This aligns with Levelling Up White Paper missions, particularly: 'By 2030, pride in place, such as people's satisfaction with their town centre and engagement in local culture and community, will have risen in every area of the UK, with the gap between the top performing and other areas closing.'

People's lives are shaped by the social and physical fabric of their communities. The local mix of social and physical capital gives local areas their unique character and shapes where people choose to live, work and invest. Recognising the acute challenges communities have faced during the pandemic, this Fund will improve the places people live in, and support communities. It will drive noticeable improvements that matter to local communities, foster local pride in place and increase life chances including health outcomes.

Who can apply to the Fund?

This fund is being made available to community projects across Burnley and Padiham. There is a strong focus for small groups, quality, single locality delivery.

Projects or schemes should complement the strategic aims and priorities detailed within the 'What Can Be Funded' Section of this guidance.

Applications should support one or more of the following Outputs.

- Increase levels of social contact, awareness of skills, training, activities and behaviours that improve wellbeing.
- Increased number of community facilities and venues developed or improved to include but not limited to energy efficiencies e.g., solar panels, LED lighting, etc; improved access e.g., wheelchair accessible ramps, lifts, etc; redecorating; new roof, etc; protection from flooding, etc, etc.
- Increased level of improvements to neighbourhood e.g., creation of community gardens, tree planting area development, etc, etc.
- Increased levels of participation in physical activity e.g., new tournaments, development of teams, etc, etc.
- Increased number of community-led arts, cultural, heritage and creative programmes
- Increased volunteering opportunities.
- Increased number of community events bringing people together.

Outcomes:

Projects which include the Outputs detailed above over the 3 years of the programme, will result in:

- Increased visitor numbers by at least 5% (from baseline)
- Improved perception of facilities/amenities by at least 5% (from baseline)
- Increased users of facilities/amenities by at least 5% (from baseline)
- Improved perception of increased facility/infrastructure project by at least 5% (from baseline)
- Improved engagement numbers by at least 10% (from baseline)
- An increased number of new community led arts, cultural, heritage and creative programmes as a result of support
- An increase in volunteering numbers as a result of support

Applications should also demonstrate a contribution to these Outputs and Outcomes by supporting an Asset Based Community Development (ABCD) approach:

ABCD Criteria:

- Improving the health and wellbeing of local people
- Backing real people's dreams and ideas
- Working alongside people and trusting them to shape their own futures.
- Bringing energy and creativity to kick-start change.
- Tapping into existing assets, resources, talents, and skills
- Building new connection and relationships
- Working with social entrepreneurs and businesses to create new enterprises and jobs.
- Sparking community-centred investment and regeneration
- Working with communities to shape more effective health, care, and welfare services.
- Creating a culture which, wherever possible, says 'yes', rather than 'no'
- Using language, which is positive, concise and cuts out jargon.
- Boosting confidence through creative and inspiring activities involving everyone
- Creating culture change, enterprise and inspiration in communities which lasts long after we've gone.
- Empowering and improving access to arts.

Applications would also be welcome that support needs and priorities in the following key areas:

- Increasing resilience and improving mental wellbeing, enabling individuals and families to cope well, overcome barriers to achieving their potential and increase their skills.
- Support residents who are more vulnerable, such as those with a long-term health condition, who are frail and/or have complex needs.
- Promotes greater partnership working between the community and statutory services, and other VCF organisations.
- Encourage the involvement of residents in the development of services.
- Reduce social isolation, with a positive impact on health and wellbeing.
- Supports and contributes to activities helping people because of the impact of Covid-19 on their health and wellbeing.
- Supporting people in the use of digital technology.

Applications which tackle/support the following key priorities will be considered favourably though applications which do not tackle these priorities will not be excluded:

- Support for older people: isolation, confidence building, befriending
- Young people: mental health, isolation, confidence building, counselling
- Hard to reach/under-represented communities e.g. BAME, women, LGBTQ+, refugees, etc
- Increasing opportunities to participate in physical activity

Applications are invited that match the strategic aims and objectives and fulfill one or more of the outputs outlined above.

- **Please also ensure that your project** clearly addresses one or more of the interventions and ABCD criteria outline above.
- **Your project must submit a contingency plan** – there may be disruption to ‘normal’ service delivery due to Covid-19 or adverse weather conditions during the life of your project, your group **must** submit a plan of how you will deliver your project or an alternative project which supports the same aims and outcomes as the original project as part of this application. **If a contingency plan is not submitted your application will not be considered.**
- Applicants must be a constituted voluntary community faith group; a registered Charity or not for profit organisation and have appropriate governance in place, including the policies and procedures required to deliver the service being offered. If your organisation is not constituted, please do contact BPRCVS for support and guidance.
- Applicants must have their own bank account with a minimum of two signatories.
- BPRCVS may visit the group to monitor the policies in place and ensure appropriate governance structure.
- BPRCVS can help support groups through the application process.

How much money can groups apply for?

- **Awards from £5,000 up to £20,000 will be considered.**
- **There will be no appeals or deferred applications** – applications will be either successful or unsuccessful. Unsuccessful applications will receive feedback. If unsuccessful you may apply again in further rounds (subject to available funds).

- **Activity and spend must be completed within the period 1st April 2024 to 31st March 2025.**
- **Monitoring will be proportionate to the amount approved** and at intervals on an agreed schedule.

Only one award will usually be approved for each group/organisation per year. Subsequent applications in future years, must show additionality or different support and will be subject to approval of previous interim and final reports.

What can be funded?

- **Intervention E1** – Funding for improvements to town centre and high streets, including better accessibility for disabled people, including capital spend and running costs. Includes commercial space such as hospitality, office & industrial. Improvements means adding, renovating or repairing facilities to create a better space – it does not cover maintenance of existing facilities.
- **Intervention E2** - Funding for new or improvements to existing community and neighborhood structure/infrastructure projects including those that increase communities' resilience to natural hazards, such as flooding. This could include capital spend and running costs.
- **Intervention E3** - Creation of and improvements to local green spaces, community gardens, watercourses, and embankments, along with incorporating natural features into wider public spaces.
- **Intervention E4** - Enhanced support for existing cultural, historic and heritage institutions that take up the local cultural heritage offer. Examples could include the development, restoration or refurbishment of local natural, cultural and heritage sites/assets. The delivery of outreach/engagement and participatory programs for these local assets and sites
- **Intervention E6** - Support for local arts, cultural, heritage and creative activities. Examples could include maker spaces, support for art galleries/museums/libraries. Displays to showcase work, music & theatre performances, tours, author events. Cultural, heritage & creative events. Outreach/engagement support and support to establish, develop cultural/heritage networks to share knowledge.
- **Intervention E9** - Funding for impactful volunteering and/or social action projects to develop social and human capital in local places. Could include projects for local volunteering groups such as youth charities, carers groups or refugee support groups.
- **Intervention E10** - Funding for local sports facilities, tournaments, teams and leagues; to bring people together. Examples could include renovation/maintenance of existing sports facilities, community leagues, creation of new sports facilities such as 3G pitches etc and regeneration of an unused area to build sports facilities.
- **Intervention E11** - Investment in capacity building and infrastructure support for local civil society and community groups, Town and Parish councils. To support community spaces such as village halls, libraries or community centres for community groups to use.

What can't be funded?

- Any resources or activities for which your group/organisation has already received funding, i.e., duplicate funding for the same activity, existing / current projects (unless providing additionality)
- Activities/projects that take place outside of the borough of Burnley.
- Organisations/groups that are based outside of the borough of Burnley.
- Activities that promote political and religious messages.
- Activities that commence or equipment purchased prior to confirmation of grant funding approval.
- Activities that the Burnley Council or another funder has already funded. You will need to demonstrate what is different about your project from previously funded activities.
- Stand-alone sessions or conferences that are not part of a wider delivery of the project – these cannot be measured so Burnley Council will not support these applications.
- Items including VAT that is re-claimable from the HMRC, bad debts, fines, gifts/donations etc.
- Payments for works or activities which the recipient or any member of the recipients' partnerships has a statutory duty to undertake, or that are fully funded by other sources.

What should Burnley Community Grant Scheme projects aim to do?

Provide clear evidence of positive impact on individuals/beneficiaries addressing the interventions outlined. BPRCVS will provide additional support to successful applicants to ensure effective monitoring and evaluations of projects.

Monitoring and evaluation information and requirements are included in the pack that is issued to all successful groups and can be obtained from BPRCVS.

Successful groups/organisations will be strongly encouraged to be involved in local community forums such as Burnley Linked and events throughout the year to showcase their work, share learning and look at future planning.

Additional information/considerations to help complete the application form:

- Q2. Give an outline of your project.** What difference will it make to the community? How will the project/activity improve or increase the capacity of your organisation to deliver effective and efficient support/activities? What will the project provide?
- Q3. Is your project targeted at a specific section of the community? How does it address equality/diversity and inclusion?** For example, BAME, protected characteristics, young people, women, hard to reach communities.
- Q4. How will you attract people to your project or let people know about your project?** Will you use social media, local press? How will you shout about what your project is/does?
- Q5. How many individuals will benefit?** Will you deliver several sessions to the same people or the same session to more people? Or if it's a drop in or improvements to a facility and you are unable to give exact numbers, give an estimate of numbers you would expect? How will people benefit?

- Q6. What evidence do you have of the need for your project/ activity?** Have you consulted with local residents (possible beneficiaries)? Do you have existing data/information? Do you have a specific target group? How will the project/activity be accessed? Do you have national/local statistics to evidence need?
- Q7. Your project must address one or more of the interventions.** If you are unsure, please contact BPRCVS for guidance.
- Q8. What are you going to do that addresses the interventions you have ticked?** You need to detail how the project will help people.
- Q9. What venue will your project be delivered in?** Have you spoken with the venue? Is the venue available? What will you do if the venue becomes unavailable part way through your project?
- Q10. What date are you hoping to start delivering your project?** Do you have a contingency plan? What if you can't start on that particular date? Could your project still go ahead?
- Q11. What is the number of sessions you are hoping to deliver?** How many weeks will your project run? How many sessions per week are you going to deliver? **What is the length of each session** e.g., 1 hour per session?
- Q12.** Please use the box to give us any information not given elsewhere.

Financial Details

- You must detail here all of the costs of your project – even if you are not applying to this fund for the total costs of the whole project
- Please note the limit on administration costs that can be included though do not forget to include these costs to help you manage the project
- You must not apply for funding for costs that are covered by other funding awards from any other funder

Additional Information

Alongside use of the appropriate UK government logos, lead local authorities and project deliverers must also ensure that websites and printed materials include a clear and prominent reference to the funding from the UKSPF. This includes any preparatory activity linked to the Fund. Projects must use the following wording:

This project is [funded/part-funded] by the UK Government through the UK Shared Prosperity Fund.

For further advice and guidance in completing this application, contact Heather Starkie at BPRCVS on 01282 433740 extension 1018 or email your part completed application form to heather.starkie@bprcvs.co.uk and we will send you some guidance on how to continue.

Application Procedure

1. Complete the Application Form – if sent via email you will need to post the original signed pages to BPRCVS.
2. The Appraisal Panel will comprise Burnley Council Officers and people with experience of working in the community and/or are part of community organisations.
3. Applicants will be notified by email or in writing of the Panel's decision.

Please note: If your application form is incomplete, it will not be considered. Please check you have answered all of the questions, have signatures where requested and are submitting all of the documentation required.

For more information please visit the [BPRCVS Website](#).

Successful:

1. Sign Acceptance
2. Receive Cheque
3. Provide timely Monitoring & Evaluation reports to BPRCVS (accountable body)

If Unsuccessful: Contact BPRCVS for assistance