



**Funded by
UK Government**

UK Shared Prosperity Fund 2024/25

**Grants to support community groups and
organisations in Broxtowe of between £5k - £40k**

Grant Guidance Document

UKSPF

The UK Shared Prosperity Fund (UKSPF) is part of UK Government's Levelling Up agenda. It provides funding for local investment by March 2025. Government's ambition is that UKSPF is used to facilitate the delivery of projects which will improve local pride in place, increase life chances, help spread and create opportunity, and foster a sense of community and belonging.

Preferred locations for capital projects

Applications are welcomed from community groups and organisations to deliver projects in localities across Broxtowe. For capital projects, the Council will favour applications for projects delivered in locations other than Kimberley and Stapleford, as these towns are already benefitting from substantial capital investment, through the Kimberley Levelling Up Fund and the Stapleford Town Deal.

The Kimberley and Stapleford capital investment areas are illustrated in Appendix 1.

For more information on our development programmes in Kimberley and Stapleford please see:

<https://www.broxtowe.gov.uk/for-business/town-centres/kimberley/levelling-up-kimberley/>

<https://www.broxtowe.gov.uk/for-business/town-centres/stapleford/stapleford-towns-fund/>



**Broxtowe
Borough
COUNCIL**

POWERED BY
**LEVELLING
UP**

GRANT FUNDING AVAILABLE:

Grants of between **£5k and £40k** are available to fund projects which fit within one of our six themes:

1. Town Centres and High Streets
2. Community Infrastructure, Resilience and Engagement
3. Improvements to Green Space, Active Travel and Energy Saving
4. Enhancement of Culture and Heritage Offer
5. Sports teams and facilities
6. Digital infrastructure for community facilities

Exceptional projects seeking grants of up to £100k may be invited to apply at The Council's discretion.

ELIGIBILITY:

- Projects must take place solely in the Borough of Broxtowe.
- Organisations must be constituted and hold an organisational bank account.
- Organisations must be able to spend their grant allocation by **no later than 31 March 2025**.
- Funding will not be available before 2 April 2024.
- Projects cannot be funded where there is a statutory duty to provide them.
- Funding must not be used to replace existing funding sources.
- Funding must enable activity to take place that would not otherwise happen, or to increase the scope, scale or intensity of activity.

IMPORTANT INFORMATION:**Match Funding:**

- Match funding of up to 30% from community groups, Town and Parish Councils and voluntary organisations is desirable, but not mandatory. This can be financial match or match in-kind (e.g. volunteer hours).
- Applicants will be required to detail their proposed match funding in their application. If the fund is over-subscribed then applications for eligible projects demonstrating match funding will be viewed more favourably than those without.

Payment of Grants:

- Payment of grants will generally be by a single payment on completion of the project, with the Council requiring copies of receipted invoices and evidence of project delivery before the payment is released.
- To help with cash-flow the grant may be paid in two or three stages, again subject to the Council being provided with copies of receipted invoices and evidence of project delivery, before each stage payment is released.
- Where VAT is non-recoverable it is an eligible cost. Where VAT is recoverable it is not an eligible cost.

THEME	EXAMPLE PROJECTS
1. Town Centres and High Streets <ul style="list-style-type: none"> Improvements to town centres and high streets, including better accessibility for disabled people. Development and promotion of wider campaigns which encourage people to visit and explore the local area. Design and management of the built and landscaped environment to 'design out crime'. 	<ul style="list-style-type: none"> Regenerating a town square or high street. Public realm improvements, for example accessibility improvements, street art, street furniture or other decorative improvements. Promoting the active use of streets and public spaces throughout the daytime and evening. Improvements to street lighting, or secure bicycle storage. Youth engagement activity to reduce anti-social behaviour in town centres. Campaigns promoting the local area and its culture/heritage/leisure/visitor offer to residents and visitors. Campaigns to encourage visitors from further afield to visit and stay in the area.
2. Community Infrastructure, Resilience and Engagement <ul style="list-style-type: none"> New, or improvements to existing, community and neighbourhood infrastructure projects. Impactful volunteering and/or social action projects and support for local community groups. 	<ul style="list-style-type: none"> The delivery of events programmes for community spaces, including youth centres and public libraries Building new or updating existing defences to increase communities' resilience to natural hazards like flooding. Funding for local volunteering groups, such as youth charities, carers groups, refugee support groups or food banks. Support for people to develop volunteering and/or social action projects locally. Funding for community spaces, such as village halls, libraries or community centres for local civil society and community groups to use.
3. Improvements to Green Space, Active Travel and Energy saving <ul style="list-style-type: none"> Creation of and improvements to local green spaces, community gardens, watercourses. Support for active travel enhancements and energy efficiency measures in the local area. 	<ul style="list-style-type: none"> Development of a new park or community garden, particularly in areas with the least access to greenspace Urban or riverside tree planting Regeneration or improvements to existing parks or community gardens, particularly in areas with poor quality parks and gardens Creation of new foot paths and cycle paths, particularly in areas of health need Programmes/campaigns to encourage uptake of energy efficiency measures for homes.

<p>4. Enhancement of Culture and Heritage Offer</p> <ul style="list-style-type: none"> • Support for cultural, historic and heritage institutions and support for local arts, cultural, heritage and creative activities. 	<ul style="list-style-type: none"> • The development, restoration or refurbishment of local natural, cultural and heritage assets and sites. • The delivery of engagement and participatory programmes for these local assets and sites. • Development of or activity around maker spaces / art galleries / museums / libraries • Locally led music and theatre performances, tours, author events and film screenings • Funding for cultural, heritage and creative events • Support for outreach/engagement/participatory programmes as part of wider local arts, cultural, heritage and creative activities • Support for the establishment/development of cultural/heritage collaborative networks to share knowledge locally.
<p>5. Sport</p> <ul style="list-style-type: none"> • Funding for local sports facilities, tournaments, teams and leagues. 	<ul style="list-style-type: none"> • Renovation/maintenance of existing sports facilities • Support for community sports leagues • Regeneration of an unused area to build sports facilities. • Creation of new 3G sports pitches and other sports facilities
<p>6. Digital</p> <ul style="list-style-type: none"> • Investment and support for digital infrastructure for local community facilities. 	<ul style="list-style-type: none"> • Installation or improvement of broadband connection • Installation of equipment • Training in digital skills for community groups

PROJECT OUTPUTS AND OUTCOMES:

Projects must achieve a minimum of one output or outcome from the list below. An output is what the project delivers or achieves. An outcome is the impact of a project being successful.

Outputs	Outcomes
1. Green or blue space created or improved	1. Improved engagement numbers
2. Land made wheelchair accessible/step-free	2. Improved perceived/experienced accessibility
3. New or improved cycle ways or foot paths	3. Improved perception of events / facilities / amenities / activity / safety
4. Public realm created or improved	4. Increased users of facilities / amenities
5. Rehabilitated premises/land	5. Increased visitor numbers
6. Events/participatory programmes	6. Increased footfall
7. Amenities/facilities created or improved	7. Increased use of cycleways or foot paths
8. Households receiving support	8. Increased affordability of events / entry
9. Households supported to take up energy efficiency measures	9. Number of community-led arts, cultural, heritage and creative programmes as a result of support
10. Local events or activities supported	10. Number of volunteering opportunities created as a result of support
11. Neighbourhood improvements undertaken	11. Number of active or sustained participants in community groups as a result of support
12. Organisations receiving non-financial support	12. Reduction in Neighbourhood crimes
13. Tourism, Culture or Heritage assets created or improved	13. Increase in visitor spending
14. Tournaments, teams or leagues supported	14. Increased amount of investment
15. Trees planted	15. Increased number of web searches for a place
16. Volunteering opportunities supported	16. Increased take up of energy efficiency measures
17. Low or zero carbon energy infrastructure completed	17. Increased amount of low or zero carbon energy infrastructure installed
18. Local markets created or supported	18. CO2 equivalent reductions
19. People attending training sessions	19. Premises with improved digital connectivity as a result of support
20. People reached	20. Increased number of properties better protected from flooding
21. Properties better protected from flooding	
22. Socially excluded people accessing support	

ASSESSMENT:

Successful applications will need to demonstrate:

- Alignment with a particular theme.
- Ability to deliver specific outputs and outcomes, listed above.
- Need within the local community; including awareness of existing services, facilities and gaps in provision.
- Additionality - How will this grant funding facilitate the delivery of activity that wouldn't have been possible otherwise?
- Deliverability - How will the work be delivered; reliably, accountably and within the required timeframe?
- Match funding - including evidence / confirmation that this is secured.
- Compliant procurement - A minimum of 3 written quotes must be sought and evidenced (for spend above £1,000). Alternatively, an explanation of procurement methodology will be required e.g. if 3 quotes were not sought/have not yet been sought.
- Subsidy control compliance - You will need to confirm the amount and the date of any grant funds received in the last 3 years. <https://www.gov.uk/government/collections/subsidy-control-regime>
- Relevant permissions are in place e.g. planning, building control, listed building consent.
- That the applicant has consulted and worked with other stakeholders as required.

HOW TO APPLY:

To apply for funding, applicants must first contact Broxtowe Borough Council at SPF@broxtowe.gov.uk providing the following details:

- Brief outline of project and location.
- Total value of project.
- Value of grant requested.
- Project timescale - estimated start and end dates.

The Council will respond to discuss a grant application in more detail and to provide a formal invitation to apply to prospective applicants with eligible applications. The invitation to bid does not imply that an application will receive funding but that, based on the information available, it is eligible for funding.

Applications submitted without engaging in the pre-application process will not be accepted.

TIMELINE:

- Applications accepted: 22 November 2023 – 22 January 2024 (17:00)
- Successful applicants notified: 20 March 2024
- Project ready to begin: 2 April 2024
- Project complete (all spending, delivery and reporting): 31 March 2025

Data Protection Privacy Notice

The personal information you provide will only be used by Broxtowe Borough Council, the Data Controller, in accordance with UK General Data Protection Regulation/ Data Protection Act 2018 to:

process your application, query or to provide a service that you are requesting

or

undertake a statutory function (also known as a 'public task')

Your personal information will not be shared with any third party, other than our data processor.

Your personal data will be kept in accordance with the Council's retention policy and schedule. Details of which can be found on the Council's website at: <https://www.broxtowe.gov.uk/about-the-council/communications-web-social-media/legal-privacy/>

In accordance with UK GDPR you have a right to:

- have a copy of the personal information that we hold about you. Details of how to obtain this are available at <https://www.broxtowe.gov.uk/media/4765/broxtowe-borough-council-subject-access-request-form.pdf> or email dp@broxtowe.gov.uk
- Request that your personal data be corrected or completed.
- Complain to the Information Commissioner if you feel that your information is not being handled appropriately (<https://ico.org.uk/>)

You may also have a right to:

- have your personal data transferred (data portability)
- prevent automated processing and profiling
- erasure (also known as the right to be forgotten)
- restrict processing
- object to processing

Your data protection rights are not absolute and in most cases are subject to the Council demonstrating compliance with other statutory legislation. For further information see <https://www.broxtowe.gov.uk/media/4765/broxtowe-borough-council-subject-access-request-form.pdf> or email dp@broxtowe.gov.uk

For further details about how your personal information may be used or about your rights under data protection legislation, please contact the Council's Data Protection Officer:

- By post: FAO the Information Governance Officer, Broxtowe Borough Council Offices, Foster Avenue, Beeston, Nottinghamshire NG9 1AB.
- By email: dp@broxtowe.gov.uk
- By Telephone: 0115 917 7777 and ask for the Information Governance Officer

Appendix 1: Preferred locations for Capital Projects

For capital projects, the Council will favour applications for projects delivered in locations other than Kimberley and Stapleford, as these towns are already benefitting from substantial capital investment. The Kimberley Levelling Up Fund and Stapleford Town Deal investment areas are shown in green on the map.

