



**London Borough
of Hounslow**



**HOUNSLOW THRIVING
COMMUNITIES FUND**

Thriving Communities Fund: Your Neighbourhood Grant 2022/23

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1. Overview

The Your Neighbourhood Grant aims to support the work undertaken by Councillors with residents and communities living and working in your wards.

For this year funding applications must come from Councillors. Funding is available for Ward Members to identify a need in your local community through community engagement activities and by working in partnership with Hounslow residents.

Applications should support the key outcomes of the [Thriving Communities Strategy](#)

- There is an active and sustainable voluntary and community sector in Hounslow that meets the needs of our residents
- All residents and communities can play a role in shaping the place they live and the services they receive
- Our residents have the opportunity to lead independent, healthy lives with the skills, confidence and resources to support each other
- Hounslow is a borough where all communities get on well together, people know their neighbours and they feel safe

We encourage all Councillors to contact the Thriving Communities Grant Managers to discuss your ideas and for advice on completing an application form.

Application forms are available by emailing: community.development@hounslow.gov.uk

2. Amount available and key dates

- Applications are accepted for up to **£1,000** towards capital and /or revenue projects from a pot of up to **£3,000** per ward (depending on number of Councillors in the Ward)
 - Councillors can join together to fund one or more larger projects in the ward
- Delivery should take place within **12 months** and **start within three months** of the funding being awarded.
- Applications will be assessed on a rolling basis and you will receive the outcome within four weeks from submission of your application
- Proposals are accepted on a rolling basis until **Friday 7 October 2022 9am** or until there is no funding left

Open for Applications on a rolling basis	Deadline for Applications	Decision Communicated
23 rd June 2022	Friday 7 October 2022 9am	Within 4 weeks of receiving applications

3. Criteria

When assessing your proposal, we will consider the following points

- Applications must come from a Ward Councillor
- Projects must show how they meet the needs and priorities of residents and communities in your ward
- You need to demonstrate how the residents and/ or local groups have been engaged and support the idea.
- In order to be allocated funding you will need to clearly outline
 - What you will be delivering
 - How residents / participants will benefit from the project / activity
 - How the grant will be spent (a breakdown of the costs)
- The grant can be used to fund capital and/or revenue items.
- The Thriving Communities Grant managers will be able to work with you and the organisation/council service who will be delivering the project to ensure that permissions, insurance, and safeguarding is in place

We cannot provide funding for:

- Activities, events or services which have already taken place
- Any costs which someone else is paying for, whether in cash or in kind
- Services that are the responsibility of statutory providers Items that only benefit an individual or are not needed to deliver the project outcomes
- Activities that promote worship or religious views
- Party political activities
- Fundraising activities

4. What you need to tell us in your application

- **What will be delivered?** Explain what the project is, when and where it's happening, who will be delivering the project, and if relevant number of sessions / activities
- **How will the local community benefit?** Describe who will benefit, why it is needed, how the community has been involved and supported the idea
- **What difference will your project make?** Explain what difference you hope to see from your project i.e. older residents feel more connected in the community, community takes pride in their local area, young people take up more positive activities
- **What the project will cost?** Outline the key elements and cost per element eg. staff, activity costs, etc.
- **How much is requested from the fund?** Costs applied for should not already be funded from other sources or have been incurred before your grant is approved.

5. Options for allocating funding

All applications must come from a Local Ward Councillor however projects or services can be delivered by a community / voluntary organisation with the skills or connections to deliver the service or where most appropriate a council service (e.g. the parks team for improvement to playgrounds)

Who will receive the funding:

- Constituted not-for-profit organisations (e.g. a registered charity, company limited by guarantee, unincorporated association or club, Community Interest Company, Charitable Incorporated Organisation)
- Un-constituted groups or groups of neighbours or residents
- If most appropriate capital works can be delivered by the relevant LBH team

Who we cannot fund:

- Organisations based outside the UK
- Organisations that have not complied with the monitoring requirements for any grant previously received from the Council

In addition, we will not normally make grants to organisations that:

- Are in poor financial health (e.g. operating at a loss)
- Have not met their legal obligations in making on-time returns to the Charity Commission or Companies House, if applicable
- Do not appear to have the necessary skills, expertise and experience to deliver the project.

All groups/organisations who will be delivering a successful project will need to sign up to our grant agreement. We will liaise with the organisation receiving the funding to ensure that we have their governing documents and relevant policies.

Monitoring: If the application was successful an end of project monitoring report will need to be completed within four weeks of the project ending. This should be completed by the group/organisation or council service delivering the project, including evidence of any expenditure in case of audit

6. Further information and support



For further information or for queries on completing your application please contact the Thriving Communities Grant Managers:

Michelle Hutchinson: e. michelle.hutchinson@hounslow.gov.uk t. 0208 583 2454

Kate Wilson: e. kate.wilson@hounslow.gov.uk t. 020 8583 2512

To request an application form please contact community.development@hounslow.gov.uk