

Community Led Facilities Funding

Budget

Wiltshire Council has allocated budget for new community led and community run hub facilities around Wiltshire. This funding will be open for application and will be allocated based on the criteria outlined in this document.

How is funding used?

Applications will be accepted via the Community Area Boards grant system with the final decision on each application being made by the Directors of Finance and Communities and Neighbourhoods . In short, this means:

- The budget must be used in accordance with policies set by the Council, including the criteria set out in this document.
- The budget must be used for the benefit of the community area concerned

Community Led Facilities Grant

Unlike community area grant funding, this funding will not be allocated to each area board for distribution, rather it will be kept as a central pot available to application from communities around the county. Applications will not be accepted from community areas which already benefit from facilities provided by the Wiltshire Council Campus and Hub programme (or those areas which have facilities in the planning or construction phase).

The grants budget will only support **capital costs**. For a handy guide to capital and revenue funding visit the [Area Boards webpage](#) and click the relevant downloadable document.

What do we offer?

Funding is available to help provide community facilities i.e. buildings that will be used as community hubs, community centres or similar.

Each project should have a comprehensive business plan which demonstrates sustainability. This includes showing that the project:

- Will become financially viable meeting a break-even point within a maximum of 4 years.
- Will be run by and for the local community with no requirement for ongoing support from Wiltshire Council – either financially or in the shape of officer support.

For each project, the proposed facilities should be used to house services which will be of benefit to the local community.

Services which would be of benefit to the local community include, but are not restricted to:

- Youth provision
- Health and wellbeing provision
- Education and training provision
- Social provision
- Provision for people with disabilities
- Provision for vulnerable people
- Provision for carers

Applicants should be able to demonstrate why there is a particular need for the proposed services in the local community.

Application process

All grant applications are submitted using the [Council's online application system](#). The system guides applicants through the process giving advice and help as they complete the short form. You can save an application at any stage and return to it later.

Applications will be considered and made by a delegated officer decision. The officers making such decisions are:

- Director of Communities and Neighbourhoods
- Director of Finance and Procurement (Section 151 officer)

All funding provided by Wiltshire Council through the Community Led Facilities Funding will be subject to legal agreements.

Once the online application is submitted, applicants are also invited to send their full business plan in support of their application to their local Community Engagement Manager.

What we cannot consider

- Projects which will require ongoing support from Wiltshire Council including financial support and/or officer time.
- Requests to fund refurbishment of existing community facilities – this funding is for new facilities only which includes conversion/ change of use of buildings to become community facilities.
- Political or religious activities.
- Town and Parish Councils and Statutory Bodies to fund facilities which will include their normal services or activities (including Wiltshire Council services, school curricular projects, etc). Projects that operate outside normal services and activities are open to consideration.
- Applications from private profit making or commercial organisations.
- Recurring revenue or running costs – e.g. rent, rates, utilities, printing, stationery, salaries, training of trustees or fundraisers etc.
- Retrospective funding (after a project has started).
- Applications to fund facilities where the principle aim is to raise funds for another organisation.
- Repeat funding requests – maximum of one application per project.

Essential funding criteria for applicants to meet

1. Applicants are encouraged to discuss their project with their local [Community Engagement Manager \(CEM\)](#) before making an application. Applicants should also approach their local Area Board Chairman for a political steer.
2. Must be a fully constituted and registered charity, CIC or similar independent organisation.
3. Evidence of current financial status supported by bank statements and audited accounts must be made available for inspection upon request. Match funding of a minimum of 50% will be required to be in place before application is submitted.

4. Applicants must have interest (leasehold or freehold) of the property for a certain period, depending on the level of investment requested.
 - For funding requests of £0-25k – minimum of 5 years remaining
 - For funding requests of £25-50k – minimum of 10 years remaining
 - For funding requests of £50-£100k – minimum of 15 years remaining
 - For funding requests of £100k+ - minimum of 20 years remaining
5. A fully costed and sustainable business case showing a “break even” within 4 years.
6. Projects must comprehensively demonstrate a number of links to Local Joint Strategic Needs Assessment (JSNA) Priorities and show evidence of multiple identified community needs.
7. If your project requires Planning Permission, Building Regulations or any other form of licence or approval, this must be sought *before* submitting your application. Any grant will be conditional on approvals being received.
8. A staffing structure utilising paid and volunteer staff, with job opportunities for the local community.
9. The ability to house a WC service and/or service of a strategic partner e.g. Children’s Centre, Library, Customer Service staff and provision of hot desking.
10. Meeting rooms and spaces available for local clubs, organisations and businesses to hire.
11. Public access to digital provision.
12. Monitoring systems in place to produce:
 - An annual report on how the community led facility is performing. This should be compiled in coordination with the local Community Engagement Manager. It should include detail regarding its community impact and sustainability.
 - Visitor numbers accessing the facility
 - The social value of the centre and it’s associated activities (Community Engagement Managers can support this work)
 - The number of local community groups accessing the facility.
 - Impact on engagement in sport, health and physical activity.
 - Impact on reaching those who are the most isolated and lonely.
 - Impact on the mental health and wellbeing for families, residents and users through increased community participation and volunteering.

Desirable features that will support a community-led facilities funding application

1. Provision of structured youth activities on a weekly basis throughout term time and holiday periods.
2. Provision of adult learning programmes and employment support.
3. Local welfare support such as counselling services, food bank parcels and/or a community fridge.
4. Community café facilities providing healthy food choices to encourage a safe, welcoming and friendly meeting space for residents.
5. Cost-effective child-care provision for families.
6. Provision of activities specifically for older people, this may include a designated space such as a Men’s Shed.
7. Digital literacy training opportunities for members of the community is highly desirable