

S106 Community Facilities Grants Eligibility & Selection Criteria

Application deadline: 9.00am 30th April 2020



Applications are invited from community groups and not-for-profit organisations seeking a S106 grant from autumn 2020 to help improve their community halls or meeting rooms in Cambridge, including upgrades to kitchens, toilets, storage space and equipment.

- Community groups and organisations wishing to apply must have a bank account and must have the authority and legal status to make the requested improvements. The Council reserves the right to carry out a credit check to assess the organisation's viability.
- All grant recipients will need to sign a grant agreement, confirming that they will be able to continue to offer the facilities for wider community use for an agreed amount of hours per week at an affordable rate and for a period of 11 years (occasionally reduced for very small grants). They will be required to display a plaque acknowledging the Council's S106 support and actively promote the facilities.

Please note that the funding round is a competitive process: the Executive Councillor will decide, from the proposals that meet the selection criteria, which ones to fund. To be considered for this S106 funding to improve community facilities, proposals must:

1. Be **ELIGIBLE** for S106 funding

- a. Proposals need to be for providing, improving or giving better access to a community facility within the city boundary, primarily for the benefit of city residents.
- b. The funding cannot be used for general repairs, maintenance or running costs.

2. Be **AFFORDABLE** within the S106 funding available for the area of the city where the community facility is located

- a. The availability of S106 funding is diminishing and is spread unevenly across the city. If S106 contributions are not available in the ward in which the proposed project is located and the project would not benefit nearby developments in neighbouring wards (where funding may be available), it is unlikely to be worthwhile applying.
- b. The Council may not wish to invest all the available 'community facility' contributions available in one part of the city into a single project. It may be worth providing options for improvements with differing levels of funding.
- c. Grant applicants must give assurances that the S106 funding requested is needed and that it does not already have sufficient funds for the project.
- d. Organisations seeking S106 grants are encouraged to undertake other fund-raising and not just be reliant on the S106 grant (see www.cambridge.gov.uk/our-approach-to-s106).

3. Be an **EFFECTIVE USE OF RESOURCE** in line with the Council's strategic objectives

- a. Priority will be given to proposals that can provide evidence that the project would help to mitigate the impact of development in Cambridge and relate to priorities set out in Council strategies (e.g. Building Stronger Communities Strategy, available via the Council's website).

4. Provide **ADDITIONAL BENEFIT**

- a. S106 funding must be used for providing more or better facilities or equipment that will help to meet increasing demands. It cannot be used for making like-for-like replacements.
- b. S106 grants are not available for buying land and property but could be made available to refurbish/improve facilities once sites have been acquired by other means.

5. Be **ACCESSIBLE**, in line with the Council's equality policy

- a. Successful applicants must sign a grant agreement, which is legally binding for 11 years (length of agreement occasionally reduced for very small grants).
- b. This includes an undertaking that the community facilities will be available for wide community use for an agreed number of hours a week, with no discrimination against any protected characteristic (age, disability, gender reassignment, marriage and civil partnership, pregnancy and maternity, race, region and belief, sex, sexual orientation).
- c. Organisations may set reasonable charges for the hire/use of the S106-funded facilities by community groups, but S106 funding cannot be used for overtly profit-making purposes.

6. Be **REALISTIC, ACHIEVABLE and READY** to be considered

- a. Proposals need to be clear about what the funding is for, where in Cambridge it would be located and how the improvement project would be implemented.
- b. Applicants need to give details of preparations in place to secure planning permission (where necessary) and to consult the local community about the proposed project.
- c. Applicants need to provide evidence about their fund-raising efforts and their expected timescales for securing all the funding needed for the project to go ahead.
- d. Priority will be given to project proposals which could reasonably be expected to be completed within 18 months of a grant award decision.
- e. Applicants will need to provide proof of ownership of the community facility and a credit check will be carried out to ensure that the organisation is financially sustainable.

7. Be **FINANCIALLY VIABLE**, with **ROBUST MANAGEMENT PLANS** in place

- a. Applicants need to demonstrate sufficient resources are in place to ensure the effective management and running of the facility in the future.
- b. Grant agreements include pay back clauses if the project does not provide the expected public benefit for the time period agreed.
- c. Community facilities S106 funding is for capital projects and equipment, not for revenue costs.

More information can also be found at www.cambridge.gov.uk/s106-priority-setting, including an example of a grant agreement and S106 funding availability by ward.

Applications must be completed in full, and returned with the documents requested, by
9.00am on 30th April 2020

Please send your completed application by email to cfcaptial@cambridge.gov.uk

Cambridge City Council S106 Funding

Privacy Notice

Cambridge City Council is required, under the General Data Protection Regulation (GDPR), to provide data subjects with key information about how their personal information will be used by the Council.

Cambridge City Council collects personal data for the following activities in relation to S106 funding:

1. To respond to S106 funding enquiries
2. To process S106 funding proposals and grant applications
3. To process S106 funding awards, payments and grant agreements
4. To monitor the use of S106 funding and ensure public money has been spent for the purpose allocated
5. To provide information about the use of S106 funding and S106 funded grants

We collect names, addresses, email addresses, telephone numbers (mobile, landline and work numbers), and photographs (relating to funded projects) via online, phone, face to face, or other written interactions.

We process your data with a view to working with you or the organisation you represent.

Information on your rights regarding your personal data you provide us is available at www.cambridge.gov.uk (*search for Privacy Notice*).

We will not share your personal data with external agencies or individuals. However, we may process the information you provide to prevent and detect fraud in any of our systems and may supply information to government agencies, law enforcement agencies internal audit, regulators or other external bodies for such purposes. We do not routinely process any information about you outside the European Economic Area (EEA), except in rare cases, where we use all appropriate safeguards.

We only keep your personal information as long as necessary.

Please refer to our Retention Policy for more information.

We will review mailing lists annually.

You can contact us at any point if you no longer want to be informed about grant opportunities.

We will delete after one year enquiry information which did not result in an application.

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You have the right to lodge a complaint with the Information Commissioner's Office (ICO).