



**London Borough
of Hounslow**



**HOUNSLOW THRIVING
COMMUNITIES FUND**

Thriving Communities Fund: Your Neighbourhood Grant 2024/25

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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.

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

Applications should focus on providing a lasting legacy to the community through small scale capital projects and projects focused on improvements to neighbourhoods. Examples of successful projects might include:

- Physical improvements to an area e.g. improvements to war memorials and/or sights of historical interest or installation of planters or benches
- Improvements to community infrastructure e.g. including physical resources for community centres/ youth clubs such as purchase of chairs, tables or sports equipment
- Activities which involve people in improving their environment e.g. community litter picks or community planting events
- Community art installations/exhibitions e.g. arts projects which involve people coming together to produce an artwork for display in their local community

NB. Please note, applications for activities which do not provide a legacy to the community will not be considered through the YNG but might be appropriate for funding via the Thriving Communities Small Grant scheme.

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 small scale capital projects or projects which improve a local area 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 28th February 2025** or until there is no funding left.

Deadline for Applications	Decision Communicated
Friday 28th February 2025	Within 4 weeks of receiving applications

3. Criteria

When assessing your proposal, we will consider the following points:

- Applications must come from a 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
 - How the grant will be spent (a breakdown of the costs)
- The grant can be used to fund capital and some 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 do not have a lasting impact on the community
- Anything that has already been purchased or activities that have 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
- Projects 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 funding is for, when and where it's happening, who will be delivering the project, and if relevant the 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 e.g. community takes pride in their local area, young people take part in activities to improve the local environment
- **What the project will cost?** Outline the key elements and cost per element e.g. 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 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 Hounslow Council 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:

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