

Kirkby Neighbourhood Community Fund 2018

Application Guide

Who is the Fund for?

The purpose of the funding is to improve community life within Kirkby neighbourhoods. This funding will be a long-term and secure source of support for community and environmental groups in the following ward areas:

- Northwood
- Whitefield
- Cherryfield
- Prescott North (Knowsley Village)
- Shevington

All applicants must be formally constituted (e.g. club, charity, friends of group) and must be not-for-profit organisations. No individual can benefit personally from an award.

All applicants must have a bank account open in their own name.

Only one application can be accepted for a project site in each funding round. However, an organisation which operates multiple sites can submit an application for more than one project site in a single funding round.

How much funding is available?

Up to £50,000 per year will be allocated in a single funding round.

Where is the funding coming from?

Merseyside Energy Recovery Ltd (MERL) has been employed (as the contractor) by Merseyside Recycling and Waste Authority to treat Merseyside and Halton Borough Council's residual waste, diverting it from landfill and saving council tax payers money. SUEZ recycling and recovery UK is a shareholder in MERL.

MERL has developed a rail waste loading transfer station (RLTS) at the Knowsley Industrial Estate in Kirkby. This new facility transports Merseyside's waste to an energy-from-waste facility in Wilton, Teesside. At this facility, non-recycled waste will be burned under controlled conditions to generate energy, recovering value from waste material that would otherwise be landfilled.

The transfer station enables non-recyclable (residual) waste to be bulked and transported more sustainably via rail, significantly reducing the amount of vehicles on the roads.

As part of their commitment to being a good neighbour to the surrounding communities, MERL has created a community fund for the surrounding Kirkby neighbourhoods with a value of 10p per tonne exported by rail from the RLTS (up to £50,000 each year) for the duration of the contract.

What projects/activities can the Fund support?

Funding is available for projects which contribute towards community improvement, health and wellbeing or environmental improvement. Eligible projects for each of the funding categories are listed below:

Community Improvement

- The improvement or provision of new publicly accessible community facilities such as community centres, play areas, sports facilities etc ...
- Activities and events which bring residents together, promote neighbourliness with or between communities in the Kirkby neighbourhood area

Health & Wellbeing

- Activities which support local people to improve their health and wellbeing (including physical and mental health)
- Social activities which reduce isolation for older people; social events for families; activities and events for young people
- Promotion of walking, cycling and the use of public transport
- Promotion of community food-growing projects

Environmental Improvement

- Creation, enhancement or maintenance of local green spaces such as parks and local nature reserves
- Improvement of local habitats for wildlife
- Projects which tackle local environmental concerns such as dog fouling, litter or graffiti

What projects/activities can the Fund NOT support?

The following types of project will not be considered:

- The purchase of land or buildings
- The purchase of vehicles
- Activities which are primarily aimed at generating income or reducing operational costs
- Requests for general contributions to an organisation's overheads, running costs or staff salaries

How much funding can I apply for?

Funding awards of up to £20,000 are made available through two funds:

Smaller Projects

- Awards of between £1,000 and £5,000
- If the funding is contributing to a larger project, the overall cost must not exceed £20,000

Larger Projects

- Awards of between £5,001 and £20,000
- If the funding is contributing to a larger project the overall cost must not exceed £50,000
- Larger projects should result in significant improvements for the local community

All projects must start within 3 months and complete within 12 months of any funds being awarded.

How do I know if I am in an eligible area?

This funding will be a long-term and secure source of support for community and environmental groups in the following ward areas:

- Northwood
- Whitefield
- Cherryfield
- Prescott North (Knowsley Village)
- Shevington

What is the application process?

A paper application form can be downloaded from www.suezmerseyside.co.uk for completion and then emailing to kirkbyfund.uk@suez.com along with supporting documentation (see below).

Once received, your application will be reviewed and assessed against the fund criteria. The assessment is undertaken by an independent third party, thus ensuring an impartial review against the eligibility criteria. The type of assessment carried out will depend on the nature of the project, but might involve:

- Requests for clarification or further information
- A telephone assessment to find out more about the project

If your application meets the fund criteria it will be put forward for a funding decision.

Applicants will receive an email following the decision-making meeting outlining whether or not the application for funding has been successful.

It is anticipated that the fund will be competitive and that, unfortunately, not all eligible applications will be successful.

Applicants will be notified of the outcome by email.

What supporting information do I need to submit?

As well as the complete application form, applicants must submit the following supporting information:

Evidence of value for money

Applicants must be able to demonstrate that the amount being requested accurately reflects the likely cost of carrying out the project or activity. Evidence of value for money might be in the form of quotes from contractors, catalogue prices etc.

Up to 2 photographs, diagrams or plans to illustrate the project/activity

For example, if you are requesting funding for replacement play equipment please provide a photo of the existing play area.

The applying organisation's latest set of accounts

Please note: Applications which are received without the required supporting information are unlikely to be successful.

Where can I get an application form from?

The application form can be downloaded from www.suezmerseyside.co.uk

What is the deadline for applications in 2018?

For the 2018 fund, applications must be received by **5pm on Tuesday 5th June 2018**. Applications will be acknowledged before being entered into an assessment.

Applicants will be notified of the outcome by 31st July 2018.

I have questions about my application – who can I speak to?

You can forward an email to kirkbyfund.uk@suez.com with any questions. We will either respond to the email or call you back to discuss your question.

I can only fill the form in as a hard copy – where is the address to which I can send it?

It should be sent to Kirkby Neighbourhood Community Fund, Woodward Road, Knowsley Industrial Estate, Kirkby, Liverpool L33 7UZ

What is the email address so that I can send my application electronically?

Electronic submissions should be sent to **kirkbyfund.uk@suez.com**.