

Kirkby Neighbourhood Community Fund 2024

Application Guide

Who is the Fund for?

The purpose of the Fund is to support schools, charities and community groups to make environmental improvements, in support of social value, health and wellbeing, for the benefit of people living within Kirkby. The funding is a source of long-term and secure support for groups operating within the following council ward areas only:

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

To check whether you are in an eligible area, you can view Knowsley ward areas here - <https://knowsleyknowledge.org.uk/ward-profiles-2/>

All applicants must be formally constituted and must be not-for-profit organisations (e.g. educational settings, clubs, community groups, charities, friends of groups).

No individual can personally benefit from an award.

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.

What projects/activities can the Fund support?

Funding is available for projects which contribute towards community improvement, health and wellbeing and/or environmental improvement.

Example projects for each of the 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

- Activities and events which support diversity and inclusion

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
- Projects which aim to improve/educate about recycling or reducing emissions

What projects/activities can the Fund NOT support?

An individual cannot personally benefit from the fund.

The following will also **not** be considered:

- The purchase of land, buildings or 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

We would expect all projects to be completed by the end of 2025, however we understand that unforeseen circumstances may impact spending plans and possibly cause delays. Please alert us at the earliest opportunity if this occurs.

Cheque presentation event

Applicants will be invited to a celebration event, which will be held in Autumn 2024, where they will be presented with an award cheque at the Knowsley Rail Transfer Loading Station in Kirkby. We strongly encourage all successful applicants to attend this event.

What is the application process?

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

Once received, your application will be reviewed and assessed against the fund 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. We anticipate decisions to be made by the end of September.

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

What supporting information do I need to submit?

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

Outline of budget proposal

Applicants must be able to demonstrate that the amount being requested accurately reflects the likely cost of carrying out the project or activity.

This may include quotes from contractors, price of materials or equipment required etc.

An outline plan of the activity

This could include designs, plans or photos where possible to illustrate the project.

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

Most recent set of accounts

Full set of accounts for latest financial year.

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

What is the deadline for applications in 2024?

For the 2024 fund, applications must be received by **5pm on Friday 26 July 2024**. All applications will be acknowledged by email before being entered into an assessment.

Applicants will be notified of the outcome by the end of September 2024.

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

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

I can only fill the form in as a paper copy – where do I send it to?

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**.

Where does the funding come 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.

Thank you for your interest in the Kirkby Neighbourhood Community Fund – together we can make a long-term difference to the people and the environment of Kirkby