



## Agenda item 4

### GBCP Community Infrastructure Levy Funding Request Form

**1. Is there a name for your proposal?**

**2. Details of the Friends/Park/Residents/Community/Sub Group**

Name of your group or organisation:

Contact Address:

Post code:

Telephone number:

E-mail address:

Name of the contact person within your group or organisation:

**3. Details of the proposal:** Please tell us about the piece of work you are asking us to fund and who is the project aimed at:

**a. Description of what your proposal hopes to do and why it is needed:** (please use additional pages as it is important that you give as much detail as possible)

**b. Who will benefit from the proposal?**

**c. Are you going to involve the wider community with the project? If so how?**

#### **4. Impact of the proposal**

Please tell us how your proposal will improve the quality of life of residents that live in the GBCP area.

Tell us how your proposal will help to tackle at least **two** of the Community Partnership priorities as laid out in the Community Partnership Plan.

<b>Priority –</b>	<b>How does the proposal address this priority? What positive change will it make to the area?</b>
<b>Improving the green / environment infrastructure</b>	
<b>Activities to encourage people to walk, cycle or use public transport</b>	
<b>To reduce crime and the fear of crime</b>	
<b>Local developments to meet the needs of local people</b>	
<b>Improving the life for older/younger people and families</b>	
<b>Improving the economic health of our retail streets and neighborhoods</b>	

<b>A welcoming, inclusive and diverse Community Partnership for all who live, work and play in the Partnership area</b>	
<b>High quality community buildings to meet the needs of local communities</b>	

**5. How will you make sure the proposal benefits all equalities communities in the neighbourhood?** Please tell us as much as you can, you can attach additional sheets of paper if you need to.

<b>Equalities Groups</b>	<b>Tell us how the proposal will benefit these people OR tell us what you will do to make sure people from these communities feel welcome and choose to get involved</b>
<b>Women</b>	
<b>Young people</b>	
<b>Older people</b>	
<b>Black and minority ethnic people</b>	
<b>Disabled people</b>	
<b>Lesbian, gay, bisexual people,</b>	
<b>transgender people</b>	
<b>People with religion or belief</b>	



**Checklist, please make sure you have:**

- Read the Guidelines
- Answered every question
- Signed the form and have it countersigned

**Please return completed form to:**

Val Talbot

Neighbourhood Management Service, Filwood Broadway, Bristol, BS4 1JL

Or email the form to: [valerie.talbot@bristol.gov.uk](mailto:valerie.talbot@bristol.gov.uk)

Decisions regarding the Community Infrastructure Levy Fund will be considered at the Greater Bedminster Community Partnership appraisal panel meeting. This panel will produce a report containing the CIL recommendations for the Community Partnership's Neighbourhood Committee to review and agree. Proposals cannot be started before confirmation that the CIL allocation has been allocated.

# Greater Bedminster Community Partnership Community Infrastructure Levy (CIL) Funding Request Form – Guidance notes

In this document you will find information about who is eligible to apply for funding and guidance notes designed to help you complete the application form and when the deadlines are for applications.

An effort has been put in to make the grant as easily accessible as possible so that small local community groups and/or individual local residents with ideas to improve their neighbourhoods can access resources they need to improve their community. If for whatever reason you find it difficult to complete the application form or you have any queries, please contact the Neighbourhood Partnership Team, their contact details are shown at the end of this document.

## **What is Community Infrastructure Levy (CIL) money?**

The Community Infrastructure Levy is a levy that Bristol City Council can choose to charge on new developments in Bristol. The charges are based on the size and type of the new development. In areas where a Community Infrastructure Levy is in force, land owners and developers must pay the levy to the local council.

The money raised from the Community Infrastructure Levy can be used to support developments by funding infrastructure that the council, local community and neighbourhoods want, like new or safer road schemes, park improvements or a new health centre.

## **How is CIL money spent?**

The 14 neighbourhood partnerships decide how to spend CIL money in their local area (this is called “devolved” money).

Details of how much CIL money is available for the GBCP area can be found via this link:

[http://www.bristol.gov.uk/sites/default/files/documents/planning\\_and\\_building\\_regulations/planning\\_applications\\_and\\_process/Greater%20Bedminster%20CIL%20Feb15.pdf](http://www.bristol.gov.uk/sites/default/files/documents/planning_and_building_regulations/planning_applications_and_process/Greater%20Bedminster%20CIL%20Feb15.pdf)

## **The process**

The Greater Bedminster Community Partnership appraisal collects proposal ideas from groups and organisations across the area and puts forward these to the Partnership to ratify and make a decision on allocating funding.

When a decision has been made, Bristol City Council officers will help deliver the proposal on behalf of the Neighbourhood Partnership.

Please contact the Neighbourhood Team to register an interest in receiving a funding form – [Valerie.talbot@bristol.gov.uk](mailto:Valerie.talbot@bristol.gov.uk)

## **Eligibility**

You are eligible to apply for a grant if you:

- Are part of a community group, organisation or sub group of the Greater Bedminster Community Partnership.

- Show clearly the benefit of the piece of work to the residents of the community partnership area.

### **Non-eligibility**

The following are not eligible:

- Organisations seeking to use the grant to promote particular political parties or religious beliefs
- Individuals or organisations seeking to use the grant for the advancement of particular private business interests
- To fund the core costs of the organisation (such as rent and heating)
- Replacement of statutory funding, for example a grant from Bristol City council

<b>Examples of things that CIL can or cannot be spent on?</b>	<b>Legitimate use of CIL</b>
A Pedestrian Crossing	✓
Park improvements	✓
A grant to enable young people to be provided with musical instruments	✗
Improvements to a Community Building	✓
An alley gating scheme	✗
A new shop front for a commercial enterprise	✗
Improvements to land or buildings that have limited or no public access	✗
Expansion of a surgery	✓
Library improvements	✓

The above list is not exhaustive, rather it is meant to give a broad indication as to what may be appropriate uses of CIL.

### **Process and size of an award**

- Applicants should complete the above application form
- We welcome applications from alliances, i.e. two or more groups working together

### **Purpose of funding form**

- To enable the prioritisation of proposals and schemes wishing to utilise CIL funding
- To enable the tracking of ideas and proposals
- To provide a robust structure and transparent decision making process that is fair to all

### **Awarding of grants**

- Final decisions will be made by the Greater Bedminster Community Partnership's Neighbourhood Committee.

## **Monitoring**

- The monitoring aspects of the proposal will be undertaken by Bristol City Council
- Reports and updates will be shared via the Community Partnership

### **Guidance:**

Please supply all of the information requested on the application form. We would prefer to receive your application electronically (help with this is available on request) and communicate with you via email. If you have no or limited access to IT or internet and would like to submit a hardcopy, this will be accepted too. Please send it to the Neighbourhood Partnership team, address shown below.

**1. Is there a name for your proposal?**

Eg Avon Art, Southmead Community Plan, Hillfields over 50s outings

**2. Your details:**

Please give full contact details

**3. Details of the proposal**

Please tell us in full about the project/piece of work you are intending to carry out and why it is needed. What you hope to achieve, how you will involve the wider community and how you will market your project Please do not exceed 250 words.

**4. Impact of the proposal**

Please tell us how the work will impact on the community and how it will help deliver the Community Partnership Plan.

**5. Equalities communities**

Please use this space to show how the proposal will benefit the diversity of the area. For example, could the proposal lead to positive outcomes for disabled people, black and minority ethnic residents etc

**6. Finances**

Please tell us how much funding you are asking for.

We encourage applicants to try and get funding for their activities from other sources if possible. We would be glad to hear of any efforts you've made to get support for this project and if they were successful.

**7. Less money**

We may not be able to fully fund your project, can your project still run if this is the case? Explain how and the minimum contribution you would need to make the project, or some of the project happen.

**8. Declaration**

Please delete the statement, which is not applicable. If there is a conflict of interest, please supply details.

**9. Signatures**

Signatures are required of the person submitting the form. If you have a Management Committee the signature of the Chair or another member of the Management Committee if the Chair is submitting the form is required. If you are not



a formally constituted group, another member of your group must sign the application.

**Please return completed form to:**

**Neighbourhood Management Service, Filwood Broadway, Bristol, BS4 1JL**

**Or email the form to**  
**[valerie.talbot@bristol.gov.uk](mailto:valerie.talbot@bristol.gov.uk)**

**Neighbourhood Partnership Team contact**

If you need help or have a query, please contact the Neighbourhood Partnership Coordinator by email on [andrew.mclean@bristol.gov.uk](mailto:andrew.mclean@bristol.gov.uk) or by phone on 0117 9084350 / 07467335714