



## Leader's Initiative Community Improvements Fund

On 13 December 2011, the Leader of Surrey County Council announced a £750,000 Community Infrastructure Fund for 2012/13. The aim of the fund is to give local groups the chance to improve their areas, make a real difference to people's lives and strengthen the ability of residents to independently enhance where they live. Bids are invited between £10,000 and £50,000 for one-off capital schemes for community improvements (in exceptional circumstances bids for start-up revenue projects will be considered).

### How to apply for the Community Improvements Funding

1. If your group would like to apply for funding, to discuss your project, please contact either:
  - a) Your local County Councillor  
([Your Council > Do It Online > Find Your Nearest > Who is my Councillor](#))
  - b) The Community Partnership & Committee Officer for your area

Elmbridge	Damian Markland	damian.markland@surreycc.gov.uk
Epsom & Ewell	Nicola Morris	nicola.morris@surreycc.gov.uk
Guildford	Carrie Anderson	carolyn.anderson@surreycc.gov.uk
Mole Valley	Victoria Jeffrey	victoria.jeffrey@surreycc.gov.uk
Reigate & Banstead	Sarah Albert	sarah.albert@surreycc.gov.uk
Runnymede	Sylvia Carter	sylvia.carter@surreycc.gov.uk
Spelthorne	Yvette Ortel	yvette.ortel@surreycc.gov.uk
Surrey Heath	Simon Griffin	simon.griffin@surreycc.gov.uk
Tandridge	Janet Johnson	janet.johnson@surreycc.gov.uk
Waverley	David North	david.north@surreycc.gov.uk
Woking	Sarah Goodman Ruth Brown	sarah.goodman@surreycc.gov.uk ruth.brown@surreycc.gov.uk

2. Once your bid has been received, this will be sent through to the Community Improvement Panel for consideration. The Panel will meet on a quarterly basis and will consider and advise the Leader on the bids that have been submitted.
3. When we have the dates of the Panel meetings we will include them, and the deadlines for bids to be submitted on the webpage for visibility.
4. If the funding is approved, the Community Partnerships Team will complete the allocation process by sending out a email confirmation including a funding agreement form. Once this is received back, the payment can be made. Evidence of expenditure (ie. Invoices and/or receipts totalling the amount given) should be sent through to the Community Partnerships Team within 9 months from receipt of the funding.

## **Criteria and Guidance**

### **1. Criteria**

The project should help with at least one of the following:

- **Improving community facilities:** including improvements to local facilities or the convenience, appearance or safety of community spaces or venues ;
- **Making a real difference to people's lives;**
- **Encouraging self-reliance:** supporting communities to take responsibility for local issues.

### **2. Core themes**

The project should help with at least one of three core themes:

- **Public pride:** enhancing the look and feel of Surrey
- **Public wellbeing:** promoting public health and wellbeing, such as community allotments
- **Volunteering in Surrey:** among residents, businesses and the public or voluntary sectors

In 2012/13, applications to support the following are also encouraged:

- **Queen's Diamond Jubilee Celebrations:** initiatives to mark the event
- **London 2012 Legacy:** initiatives to support the ongoing benefits of the 2012 Olympics

### **3. As well as outlining the project and showing how it fits with the key criteria and themes, bids should**

- show clear timescales, baseline position and intended outcomes (with measures);
- show what additional resources (people or money) are available from partners to complement any county council resource;
- indicate how funding will be sustained beyond the initial funding period;
- be consistent with the best practice principles of the Surrey Compact (where working with
- Voluntary, Community and Faith groups);
- be consistent with county council policies.
- Successful bids will be asked to produce a final report showing the success of the project, how they have worked with the community and how the money has been spent.

### **4. Monitoring and Evaluation**

- How the money was spent and the impacts / outcomes of the project
- The Community Engagement through the project and ongoing, if applicable
- Statements of accounts, and any remaining balances held
- As funding is public money, successful applicants may be asked to provide additional information for audit purposes

### **4. Restrictions**

The Community Improvements Fund may NOT be used for:

- Political organizations or individuals;
- To cover ongoing revenue costs, including salaries;
- To replace withdrawn funding for existing projects
- In the main, to supplement existing funding available from the County Council towards a project.
- Projects opposed to County Council Policy or taking sides in a planning application.