

## Criteria and Guidance

### 1. Criteria

The project should help across the three following criteria:

- **Improving community facilities:** enhancing the look and feel of Surrey, including improvements to local facilities or the convenience, appearance or safety of community spaces or venues;
- **Making a real difference to people's lives;** including promoting public health and wellbeing (e.g. community allotments) and
- **Encouraging self-reliance:** supporting communities to take responsibility for local issues including increasing volunteering among residents, businesses and the public or voluntary sector.

N.B. If the bid doesn't meet at least one of the criteria, the bid will not be considered

### 2. In addition to how your project meets the criteria above, your application will be assessed against the following requirements:

- Evidence of community involvement in the development of the bid, and the ongoing community involvement in the project;
- Details of clear timescales, baseline position, costings and intended outcomes (with measures);
- How the project will provide a legacy for the community
- Evidence of additional resources (people or money) available from partners to complement any county council resource;
- Evidence of-how funding will be sustained beyond the initial funding period;
- How the project is consistent with the best practice principles of the Surrey Compact (where working with Voluntary, Community and Faith groups);
- How the project is 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.

### 3. Monitoring and Evaluation

The Council will ask for successful applicants to report back on:

- 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 to support political organizations or individuals;
- NOT be used to cover ongoing revenue costs, including salaries;
- NOT be used to replace withdrawn funding for existing projects
- NOT be used for projects opposed to County Council Policy or taking sides in a planning application
- NOT to be used for costs wholly or mainly incurred for the delivery of the national curriculum as this is already resourced on a formula basis by the Council.
- NOT be used by local authorities or private companies to achieve their statutory obligations
- NOT NORMALLY be used to supplement existing funding available from the County Council towards a project.

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