



Grants and Funding Policy

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## Document location

Tamworth Borough Council holds this document, and the document owner is the Assistant Director Partnerships

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## Revision History

Revision Date	Version Control	Summary of Changes
April 2025	1	New policy

Name	Title	Approved
Cabinet	Tamworth Grants and Funding Policy	17/4/2025

## Document Review Plans

This policy/ procedure will be reviewed on annual basis by the Health and Wellbeing Scrutiny Committee.

## 1. Purpose

The purpose of this policy is to establish guidelines for the allocation of grants by the council to support community projects, initiatives, and organisations that benefit the local community. Tamworth Borough Council (TBC) recognises the significant contributions made by the Voluntary, Community and Social Enterprise (VCSE) sectors in providing projects and services that improve the social and community wellbeing of the borough.

This policy outlines the framework for the administration and allocation of grants and funding support by Tamworth Borough Council. The aim is to provide financial support to community groups, voluntary organisations, and other eligible entities to enhance community cohesion, support community health and wellbeing, support local projects, and improve the environment.

## 2. Scope

This policy applies to all grant applications submitted to the council and outlines the criteria, process, and responsibilities for grant allocation. The objectives of the grants and funding policy – are to:

- positively support and address identified issues that are affecting local communities and residents.
- Support community projects that improve the quality of life for residents.
- Encourage community participation, cohesion, inclusion, and engagement.
- Promote sustainability and environmental improvements.
- Foster partnerships between the Council and community organisations.
- Provide support which helps strengthen or widen the provision of facilities and services within the borough.
- Ensure long term differences are made to those who benefit from the service or activity being delivered.

As well as helping communities develop, working closely with the VCSE sector in Tamworth also helps deliver and add value to the council's own services and meet the business objectives set out in its corporate plan.

## 3. Current Grant Schemes, Eligibility Criteria, Application Process

### 3.1. Councillor Community Grant Scheme

The Councillor Community Grant Scheme enables councillors to provide grants to a wide variety of community and voluntary, not-for-profit organisations, for projects that further the Council's aims and actively support the Tamworth community to enjoy a better quality of life. [Councillor Community Grants](#)

The total amount of funding is £30,000 per year. Each ward Councillor is allocated a budget of £1000 which can be used to support projects that bring benefits to their ward, therefore a maximum of £3000 will be available to spend in each of the ten wards in the borough, i.e. Amington, Belgrave, Bolehall, Castle, Glascote, Mercian, Spital, Stonydelph, Trinity and Wilnecote.

Your project must meet one of the following aims:

- Assist with Cost-of-Living challenges.
- Help tackle the causes of inequality in our communities.
- Reduce social isolation.
- Help develop and safeguard our environment and open spaces.
- Increase opportunities to participate in arts, heritage, and sports activities.
- Increase volunteering and civic pride.
- Help tackle causes and effects of poverty and financial hardship.
- Promotes and develops community cohesion.
- Provides social support over the festive period.

### **Eligibility Criteria**

The Councillor Community Grant will be available to voluntary and community groups, charities, not-for-profit organisations, and faith groups (N.B. faith groups applying for grants should ensure that the activities they are offering are open to all and demonstrate a wide community benefit).

- Organisations must be properly constituted, and a copy of the constitution will be required.
- Organisations must have a bank account with at least two signatories, who are not related or co-habiting, a copy of the organisation's most recent bank statement must be submitted with the application.
- Organisations must provide a safeguarding policy if working with children / vulnerable adults at risk.
- Organisations must be inclusive and allow access to, or use/participation by, the public. Membership should not be refused on the grounds of gender, race, disability, sexual orientation, and occupation, religious, political, or other beliefs. An organisation which supports individuals based on a protected characteristic should demonstrate they are inclusive on all other grounds.

### **Application Process**

**All Councillor Community Grant applications must be approved by the relevant ward councillor(s) prior to submitting the application for consideration. Organisations can only apply for a maximum of £3000 per project.**

The Portfolio Holder for Cooperative Council Community Partnerships & ASB will decide grant allocations, and the Assistant Director Partnerships in consultation with Assistant Director Environment, Culture and Wellbeing, and their decision is final.

**Applications for the Councillor Community Grants Scheme will close once all funding has been allocated on a first come basis.**

Organisations should first contact their local Councillor to discuss their project **BEFORE** applying. Councillors should use this opportunity to ask questions and decide whether they would consider an application from the organisation.

For further information please see [Tamworth Borough Council Councillor Grants – Community Foundation for Staffordshire and Shropshire](#)

All grants should continue to demonstrate value for money and value to the people of Tamworth and have specific outcomes that can be recorded. Councillors are also able to commit their grants (or part thereof) to the We Are Tamworth initiative.

### **3.2. Community Grants**

Tamworth Borough Council Community Grants are currently not available.

### **3.3. Community Infrastructure Levy (CIL) Neighbourhood Funding**

The budget for the CIL neighbourhood fund is made up of 15% of CIL income received since the implementation of CIL in Tamworth in August 2018. Since that time, two projects have received funding totalling £15,850 and proposals to return some funding (report to Cabinet 17<sup>th</sup> April 2025 refers) leaving a total budget of approximately £186,745. This funding is ringfenced for CIL neighbourhood projects by the relevant legislation is not available for other uses. Community Infrastructure Levy income is available for ward members to direct towards nominated neighbourhood projects that they feel would benefit their community.

#### **Eligibility Criteria**

The Portfolio Holder for Housing, Homelessness and Planning, in consultation with planning officers, has now agreed to remove the restriction of one application per ward, to allow for more applications to be received.

Community groups must approach Tamworth Borough Councillors directly.

Officers in the Planning Policy team will be responsible for ensuring that all submitted proposals are compliant with Community Infrastructure Levy Regulations 2010 (as amended), with specific attention paid to Regulation 59F.

The forms of compliant projects will then be circulated to Cabinet Members, who will undertake discussions regarding the quality of submissions, the spread of projects across the Borough and the budget available. Allocations will be at the discretion of Cabinet, with applications reviewed and either accepted or rejected on that basis.

#### **Application Process**

Ward members are required to complete an application form. However, all members for each respective ward must be in agreement of both the

nominated project and the contents of the application form. More than one application form per ward will now be accepted.

Under Regulation 59F of the Community Infrastructure Levy Regulations 2010 (as amended), nominated projects must be concerned with either:

- The provision, improvement, replacement, operation, or maintenance of infrastructure within a ward, or
- Any further miscellaneous activities which assist in addressing the demands that development places on a ward.

**A further £30,000 will be made available from this funding from April 2025 on the We Are Tamworth platform (see Section 4.3) for direct application from community groups.**

### 3.4. Municipal Charity

The Municipal Charity makes small grants to individuals or organisations in need of financial assistance. This can be children/young people/elderly/disabled or organisations with limited budgets. Anyone given assistance must live within the Borough of Tamworth to qualify.

Awards are normally in the range of £100 - £500. Applications for assistance should be made in writing directed to the Secretary at the address below. Please note that any application on behalf of an organisation should be accompanied by its latest statement of accounts. The fund opens annually in November.

Letters of application should be sent to:

Secretary to the Trustees  
Tamworth Municipal Charities  
Marmion House  
Lichfield Street  
Tamworth  
B79 7BZ

### 3.5. External Funding

Tamworth Borough Council receives external funding from other government departments. Each external funding stream will have its own spending requirements and grant conditions which must be complied with. Dependent on the value of the grant funding received, the relevant department will request Cabinet approval to delegate authority for budget spend, in line with the requirements of Financial Guidance and the Council's constitution.

There may be several options on how the council can then administer the external funding:

- Internal Agreement to deliver a service.
- Procurement Exercise
- Run a grant scheme.
- Request a financial waiver to award a specific organisation a grant.

## 4. Current External Funding Streams

### 4.1. Asylum Dispersal Funding

Funding is available through the government's asylum dispersal fund for the support of those seeking asylum and integration of refugees.

Emergency funding of up to £500 is available to community groups to support asylum dispersal and activity or other support grants can be applied for up to £10,000.

For application form and discussion please contact

[Wearetamworth@tamworth.gov.uk](mailto:Wearetamworth@tamworth.gov.uk)

### 4.2. Community Recovery Funding

HM Government awarded Community Recovery Fund (CRF) to support those communities impacted by the public disorder that took place between July and August 2024.

Tamworth Borough Council have allocated £25,000 of this funding to directly support with grants to those communities most affected. Further details on this funding will be available from May 2025.

Grant applications will be considered and approved by the Portfolio Holder for Cooperative Council, Community Partnerships & ASB and the Assistant Director Partnerships in consultation with Assistant Director Environment, Culture and Wellbeing where appropriate.

### 4.3. We Are Tamworth

The Council have partnered with Spacehive to launch a new crowdfunding platform called We Are Tamworth. [We are Tamworth - Home](#)

Along with pledges from the wider community towards a crowdfunding campaign, the borough council has two funds available which it can pledge into active crowdfunding campaigns.

- **£90k Revenue Fund** - Council can pledge up to £5k per project capped at 50% of the campaign target.
- **£75k Capital Budget** - Council can pledge up to £5k per project capped at 50% of the campaign target.

If a project requires both revenue and capital funding, the council can contribute from both funds, no more than 65% of the campaign target.

Community Recovery Funding projects will be submitted to the Executive Director Communities and Portfolio Holder Cooperative Council, Community Partnerships, and ASB in May and November before being uploaded to the platform.

This new crowdfunding programme from Tamworth Borough Council and Spacehive, funded until March 2027 through HM Government Community Recovery Fund, is an opportunity for organisations to deliver meaningful and impactful projects in our community.

Ideas can be brought forward from community organisations that build and promote good relationships in our neighbourhoods and strengthen bonds between people of all backgrounds and ages. These projects should strengthen resilience to hate and intolerance and promote cohesion and understanding across our community.

We are looking for projects that:

- Empower the Tamworth community bringing different communities together, removing barriers and providing infrastructure and support where it is needed.
- Develop a sense of belonging and raise awareness of the diversity of the Tamworth community.
- Support the development of organisations working with under-represented groups to increase their engagement and involvement.
- Support and promote initiatives that highlight the positive contribution made by different communities and ensure they have a wide cross-community appeal.
- Help facilitate and support events that bring different communities together creating opportunities to promote new and different exchanges that bridge understanding and give opportunities to bond.
- Create and promote volunteering opportunities that bring different people together with a focus on younger and older people, including opportunities to bring those groups together.
- Available funding up to £5000 per project until March 2027.

### **Eligibility Criteria**

- The funding is available to voluntary and community groups, charities, not-for-profit organisations, and faith groups (N.B. faith groups applying for funding should ensure that the activities they are offering are open to all and demonstrate a wide community benefit).
- Community Voluntary Sector organisation can partner with schools for a project but the project must demonstrate a wider community benefit. The funding cannot support projects that schools are statutorily required to deliver.
- Projects must encourage cohesion, trust, integration or understanding across different communities in Tamworth.
- Projects must show a willingness to work in partnership and communicate well with other relevant organisations.
- Organisations must be properly constituted, and a copy of the constitution will be required.
- Organisations must have a bank account with at least two signatories, who are not related or co-habiting, a copy of the organisation's most recent bank statement must be submitted with the application.
- Organisations must provide a safeguarding policy if working with children / vulnerable adults at risk.
- Organisations must undertake appropriate Disclosure and Barring Service checks in line with government guidance DBS checks: detailed guidance - GOV.UK.



- Organisations must have an equality and diversity policy/statement.
- Organisations must be inclusive and allow access to, or use/participation by, the public. Membership should not be refused on the grounds of gender, race, disability, sexual orientation, and occupation, religious, political, or other beliefs. An organisation which supports individuals based on a protected characteristic should demonstrate they are inclusive on all other grounds.
- Organisations must have adequate insurance in place.

### **Application Process**

Applicants should register their projects on the Spacehive Platform please click on the link for further information [We are Tamworth - Home](#)  
Full information and deadlines will be available via the website [We Are Tamworth](#)

Support is available for community groups who have not previously participated in crowd funding initiatives and FAQ is available.

In addition £30,000 Community Infrastructure Levy (CIL) funding will be available from April 2025 (criteria to be announced)

### **4.4. Staffordshire Commissioners Community Safety Funding**

The Commissioner's Community Safety Fund is to be used to address local crime and community safety priorities. The purpose of the fund is to:

- Prevent or reduce crime.
- Prevent or reduce antisocial behaviour.
- Increase public confidence.
- Increase feelings of safety
- Increase knowledge of the Community Safety Partnership (CSP) and Anti-Social Behaviour (ASB) Case Reviews

CSP's Strategic Needs Assessment, Local Community Safety Plan, the Police and Crime Plan, hot-spot data and community surveys / concerns should be used to assist decision making concerning funding allocation.

### **Eligibility Criteria**

The fund can be used to support:

- Local multi-agency problem solving / tasking (a re-active funding pot up to a maximum of 15% of local fund)
- Awareness campaigns (combined across areas where advantageous – particularly where there are shared priorities or days / weeks of action etc)
- Place-based interventions.
- Capital projects (not spanning more than one year)
- Associated posts/roles up to a maximum of £25,000 pa.
- Spend should be determined by the local CSP, supported by the local Community Safety Portfolio Lead, and approved by the CSP.
- All grants must comply with branding guidelines.

Funding for projects will be available through the Tamworth Community Safety Partnership.

Please email [communitysafety@tamworth.gov.uk](mailto:communitysafety@tamworth.gov.uk) for information

There is £64,000 available until March 2026.

#### **4.5. Domestic Abuse Safer Accommodation Funding**

Ministry of Housing, Communities and Local Government (MHCLG) has provided funding to local authorities to ensure victims and survivors get the support they need to rebuild their lives. This includes the provision of sufficient safe accommodation with the right specialist support to ensure those fleeing from devastating abuse have somewhere safe to go, including those from minority groups.

Through this funding the council can support relevant domestic abuse services

### **5. Grant Monitoring and Evaluation**

The council will monitor the progress of funded projects through regular reports and site visits.

An evaluation of the project's outcomes will be conducted to assess its impact on the community.

An annual report will be provided to Cabinet on all grants awarded and external funding grants awarded will be subject to the grant eligibility.

Details of all grants awarded will be available on the Tamworth Borough Council website for the purposes of transparency.

All grants must comply with branding guidelines.

Tamworth Borough Council Cabinet will receive an annual report on all grants awarded.

### **6. Additional external Support for Voluntary and Community Organisations**

The Council will promote and signpost local organisations to external providers to include:

#### **6.1. Community Foundation for Staffordshire and Shropshire**

[Community Foundation for Staffordshire and Shropshire – Supporting our communities](#)

Community Foundation for Staffordshire and Shropshire are the registered, recognised, and accredited Community Foundation for Staffordshire and Shropshire. Since 2008 we have awarded more than £22m to local charities and community groups across Staffordshire and Shropshire.

#### **6.2. Support Staffordshire**

Support Staffordshire [Home - Support Staffordshire](#)

Supporting Staffordshire communities, individuals, and organisations to work in collaboration to bring about positive change in their community by actively encouraging Social Action.

### **6.3. Staffordshire Council of Voluntary Youth Services (SCVYS)**

SCVYS offers practical support to individuals and groups, which is bespoke and proactive, enabling the voluntary sector to be stronger, safer, and more sustainable. [Home - SCVYS Staffordshire Council of Voluntary Youth Services](#)

## **7. Policy Review**

This policy will be reviewed annually to ensure its effectiveness and alignment with council priorities and grant funding available.

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