

Changing Lives

Social Value Fund

Thank you for your interest in the Social Value Fund, best of luck with your application. To give you/your group the best chance of success, please read the guidance notes and the questions on the application form carefully.

1. Pre-Application Checklist

Before answering any further questions make sure you can answer yes to each statement below

- Does the group have an existing community bank account in its own name?
- Can the group provide a statement of income and expenditure for its last financial year or if less than one year old, provide a statement of income and expenditure to date?

2. Name of organisation

The Lambeth Example Community Group

3. Full address of where the organisation meets. If this address is used to deliver your project, please detail whether it is a privately leased, privately owned, council property etc.

10 Example Lane, Example, SW9 1EX. We hire a room once a week in St. Example's Church at a cost of £60 a day paid to the church.

4. Contact details

	Main contact	Secondary contact
Title	Miss	Mr
Name	Maria Example	Ali Example
Position	Director	Project Manager
Address and postcode	5 High Street, Streatham, SW16 2EZ	1 School Street, Vauxhall, SE11 3JQ
Mobile	123456789	987654321
Email	maria@example.com	ali@example.com

5.1 What was your organisation's total income in the last financial year?

Please note we ask that you provide a statement of accounts to support the answer to the above question.

Total income was £32,000

5.2 Have you previously received any funding from Lambeth Council?

Yes No If 'Yes' please detail how much, when and what for.

6. Please give details of the bank account below

If you are successful we will transfer money directly into your group's bank account via BACS. (This must be a community group account not a personal account.)

Sort Code (6 digits)	12-34-56	Account Number (8 digits)	12345678
Account Name	The Lambeth Example Community Group		

7. Please list the contact details for all your current committee members

Names of current committee members/trustees	Address
Sandra Black	110 Black Street, Camberwell, SE5 8HU
Dele White	17 White Road, Kennington, SE11 3AJ
Marcus Blue	32 Blue Avenue, Clapham, SW4 6EH
Fiona Green	64 Green Court, Streatham, SW16 7RT
Mohammad Grey	4 Grey Boulevard, Norwood, SE24 8UH

8. When was the organisation constituted?

2016

9. What type of organisation is it?

Constituted Group	<input type="checkbox"/>	Registered Charity	<input type="checkbox"/>	Registered CIC (Community Interest Company)	<input checked="" type="checkbox"/>	Other	<input type="checkbox"/>
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10. Please give us a brief description of your proposed/planned project or activity

Guidance Notes: Please include details of:

What activities will take place? Where will it happen? How often? Who will take part?

If you are applying for equipment, what will it be used for and why is it needed.

Charging for activities can help make them more sustainable, so long as the cost is not so high as to put people off taking part

I would like to build a community garden in the middle of Example Estate in Brixton. The garden would grow berries and vegetables which residents would tend to and be welcome to take home to cook with. We would encourage children to attend with carers to promote discussion around healthy choices as a family unit. The objective is to teach people gardening skills and improve understanding around healthy eating which combined should improve mental and physical health. It will also improve the appearance of the estate which can sometimes look neglected. We will purchase basic equipment and seeds. After the first year we hope to expand to take responsibility of another plot of greenery and start to contribute the produce to a local foodbank. We will also hold a summer bake sale with the produce grown and the funds will be donated to the same foodbank.

The gardening group will meet twice a week for two hours from March – November (growing season) and once a week during winter to do some general maintenance. We will have a monthly visit from a member of staff from Example Garden Centre who will teach participants about gardening. This is provided for free to all community groups in the SW9 area. We will also have a monthly visit (these will run in fortnightly cycles) from a chef from Example Restaurant who specialises in farm to fork cooking and will teach participants about cooking with organic produce. This is for a fee which is included in the budget section. I will attend one session a week and our Project Manager will attend the other. Participants are encouraged to attend regularly but it will not be an issue if they miss a session or drop out.

Given that this would take part outside it is less likely to be affected by Covid restrictions, but we would of course adhere to current guidance and I have included PPE items in the budget. We have selected a patch of green space on Example Estate which is accessible to all residents including wheelchair access. We have contacted the Planning Directorate and Lambeth Landscapes at Lambeth Council who have agreed in writing that should we acquire funding, we are very welcome to make use of this greenspace. This will reduce the responsibility and associated costs of Lambeth Landscapes attending regularly. I have included the letter as an appendix. We have included the cost of reusable ponchos in our budget for the days that it might be raining. We chose use reusable ones inline with policy on single-use plastics. The Lambeth Example Community Group also runs a football team and we wash the strips every week so the ponchos will be laundered at the same time to maintain hygiene standards.

11. Please select a theme that best suits your applications (tick all that apply)

- | | |
|---|--|
| <input checked="" type="checkbox"/> Education and learning | <input checked="" type="checkbox"/> Housing and infrastructure |
| <input checked="" type="checkbox"/> Environment and climate emergency | <input type="checkbox"/> Safety and justice |
| <input checked="" type="checkbox"/> Community and participation | <input type="checkbox"/> Relationship and family |
| <input checked="" type="checkbox"/> Health and wellbeing | <input type="checkbox"/> Jobs, earnings and businesses |

(Please see leaflet for further explanation)

12. How will your project make a difference by meeting the objectives you have identified above?

Guidance Notes: Please describe how your project/activity will meet the objectives identified.

By improving the use and appearance of the greenspace on Example Estate, we will reduce the resource and financial input required from Lambeth Council. People will notice that others care about the environment they are living in which I believe will improve community cohesion and mental health. I also feel that our model can be replicated, by our group or others, on neighbouring estates and this would increase the saving on resources to Lambeth Council, as well as increasing community cohesion. It also provides the opportunity to create and improve relationships between neighbours which would reduce anti-social behaviour and noise complaints, as well as the potential for neighbours to act in a caring capacity and possibly reduce the need for adult social care which I understand is an increasingly challenging area to fund. Lastly, increased greenery helps to offset the carbon dioxide omitted by traffic which is becoming an increasing hazard and danger to life.

13. What is the planned timescale for spending this grant? (Grant must be spent within 12 months)Start Finish

14. Your project's budget - Please provide full details of costs.

Item Description	Cost (£)	Guidance Notes
Gardening tools	350	Please breakdown each cost that is involved in the project.
Seeds	120	
Cost of chef 12 x £150	1800	Be specific though we are happy for you to use general headings for small items like stationery.
PPE and ponchos	750	
Staffing £25 per hour for 2 hours a week x 2 staff x 40 weeks, £25 per hour for 2 hours a week x 1 staff x 12 weeks	4600	For on-going costs sessional workers and room hire, please explain how much each session costs and how many sessions you are paying for. For example:
Public liability insurance	102	1 craft tutor at £15 per hour, 2 hours a week for 10 weeks = £300
		Room hire at £25 a week for 16 weeks = £400
Total Cost	7722	
Amount raised so far	350	
Funding requested	7372	

15. How will you meet any additional costs of your project if your application is successful?

(Please describe briefly)

We have raised £350 from our Kickstarter campaign and we have also applied for Big Lottery funding which we would draw on should there be any unexpected costs.

16. What evidence do you have that this project is needed?

Guidance Notes: Please explain what evidence you have that demonstrates the need for this project.

For example:

- feedback from your users/non users

- waiting lists, consultation

- local or national research

In Lambeth Council's report "Addressing Childhood Obesity and Promoting Healthy Weight in Lambeth" it states that of children in Year 6 in Lambeth, "24.6% are deemed obese against 23.1% for London and 20.1% nationally" and that 70% of obese children go on to become obese adults. The comparisons are even more worrying when compared with other countries like Denmark, where childhood obesity is around 2-5%. Early intervention to teach about making healthy choices is crucial in breaking this cycle. Obviously adults usually make the choices about purchases so it's important that we focus on parents also. Reduction in obesity has wide-ranging benefits that go beyond individual health: obesity can negatively impact on sleep and therefore classroom learning; the ability to join in games or exercise can impact on making friends and maintaining social circles and according to the government's own website: The UK-wide NHS costs attributable to overweight and obesity are projected to reach £9.7 billion by 2050, with wider costs to society estimated to reach £49.9 billion per year.

1. General terms and conditions

- 1.1 You must use the grant exclusively for the project that it was intended for.
- 1.2 You will keep receipts for all money spent from the awarded grant.
- 1.3 You will spend all of the money from awarded grant within 12 months of award.
- 1.4 You must submit a written request to us for agreement before commencing with any variation or change to the project.
- 1.5 You will not use the grant to pay for any costs you have incurred before the date we confirm you will receive a grant.
- 1.6 You will write to us informing of any anticipated delay to the project resulting in up to three months delay of delivery or if a shorter delay will mean you cannot send a monitoring report on the project at an agreed time.
- 1.7 If you spend less than the whole grant on the project, you may be expected to return the unspent amount to us. You should write to us immediately when an under-spend is known in order for us to discuss options with you.
- 1.8 You may not transfer any part of the grant or this Grant Agreement or any rights under it to another organisation or individual, unless we have entered into an agreement, authorised by us, requiring you to work with another organisation in delivering the project
- 1.9 You will not sell, give away or borrow against any of project asset that we fund with an original purchase value of over £2,000 without first receiving our written consent. If any asset is damaged, destroyed or stolen you must also tell us in writing.

2. Your organisation

- 2.1 During the period of the grant you will act in a fair and open manner without any distinction as to race, religion, age, gender, sexual orientation or disability, and in compliance with relevant UK legislation.
- 2.2 You must ensure that all members of your management committee, board of trustees or directors are aware of these terms and conditions while the Grant Agreement remains in force.
- 2.3 If your project involves work with children, young people or vulnerable adults (“vulnerable people”), you will take all reasonable steps to ensure their safety.
- 2.4 You will ensure your project is adequately insured at all times.
- 2.5 You will acknowledge your grant in your annual reports and accounts covering the period of the project.

3. Statutory compliance documentation

Depending on the type of application you will be required to provide Lambeth Council with some or all of the following documents or proof of compliance, at least 2 weeks before commencement of the project. We will tell you in the grant acceptance letter which documents are needed.

- Insurance, please refer to the Insurance information document on our website. You can budget for this cost in your proposal.
- Complete, detailed, and documented Risk Assessments of the activities included in the application
- Incident and emergency procedures
- Health and Safety Policy
- Data protection policy and privacy notice

- Complaint's procedure
- Equalities statement
- Safeguarding policy (and completed DBS checks for staff working with children or vulnerable adults. DBS checks cost £23 for standard and £40 for enhanced and should be budgeted for)
- Health and Safety (Covid-19 guidelines if applicable)

Others to consider

- Performance licence is necessary for some forms of public entertainment
- A Temporary Event Notice (TEN) is required for some forms of public entertainment with less than 500 attendees.
- Caterers must comply with the Food and Safety (General Food Hygiene) Regulations 1995 and the Food Safety (Temperature Control) Regulations 1995 and have registration with a Local Authority with their food hygiene rating of 3 or above

Declaration

We, on behalf of our Organisation, declare that all the information provided in this grant application form is correct and complete to the best of our knowledge and acknowledge that if a grant is awarded to our Organisation, it will be used exclusively for the purposes described. We also acknowledge that we will inform the relevant officer of the Council of any changes in the Organisation's circumstances that would affect this application or the use of any grant funding relating to it.

Please ensure that two authorised members of your Organisation, one of whom must be a management committee member (i.e. Chair, Treasurer or Secretary) sign the declaration below:

Please ensure that these people are not related, or living in the same household

Signature	Name in Block Capitals	Position in Group	Date

Final Check List

Before sending your application make sure that:

Your organisation has answered yes to all applicable pre application checklist

Please Tick

You have answered every question on the application in the space provided

The conditions of grant acceptance above have been signed by two relevant representatives of the group

You have taken/saved a copy for your reference

To support your application you must also send:

A statement of accounts for the organisation's last financial year
(or a statement of income to date if the organisation is less than one year old)