**Community Wealth Building PB Application Criteria**

Please ensure that you have read and understand this document before submitting your application, as the criteria will be used to review your application between applications closing and the public vote opening.

Applications that do not meet the ‘Essential Criteria’ and ‘What We Will Not Fund’ **will not** progress to the public vote.

**Policies and procedures**

If you do not have all (or some of these policies) in place at the time of application, please contact participatorybudgeting@north-ayrshire.gov.uk for further support. By applying for this funding, you confirm that you have the following policies and processes in place:

* Any relevant insurance required to carry out the proposal
* An equal opportunities policy. If your group or project is not open to all (e.g. only for a certain gender or age group), we encourage you to expand on this in your application
* Updated PVGs in place (following the refreshed 2025 process) if your proposal is working with young people or vulnerable adults
* A child protection policy if your organisation works with children or young people
* Your organisation should have its own bank account, or alternatively, have identified an organisation willing to host the funds for you if your project successfully secures the funding.

We may ask to see evidence of this as part of the application or grant award process.

**Essential Criteria**

1. You may only apply for funds for **not-for-profit** activities. Community organisations, including local uniformed organisations, may apply where they are providing a service in, or of benefit to, their Locality. You may apply as an individual if you are applying for the benefit of (or are sponsored by) a community organisation, and your application should make this clear.
2. Your application must be for activities/events/resources for one or more of the following 3 themes:
	1. **Community ownership**: for organisations who own – or are on the journey towards – ownership of land, buildings or other assets. This could include supporting the costs of surveys, specialist advice and support; community engagement events; or learning exchanges to other organisations to build the knowledge and networks required to successfully manage a community asset.
	2. **Enterprising communities:** to support the testing of small-scale ideas that can help the organisation generate an income to reinvest in their goals. Examples might include equipment or materials required to begin a new chargeable activity; the cost of setting up a website to handle bookings; or help with branding and marketing to help bring in more customers for existing paid events. The application must make clear how this funding will generate an income for the organisation, and how that income will be used for the benefit of the community (for example, charging most participants for an art class to be able to subsidise a number of places for people on low incomes; or running a chargeable activity that will enable a community event to be offered at no or low cost).
	3. **Local innovation:** funding to help community organisations explore opportunities to test new ideas that will help them grow or develop. This might include research into a new project; support to work with a local partner; or a contribution towards a pilot of a new service or activity that could be grown if successful.
3. You can apply for any amount up to **£2000** and you can also bid for less. You must include a breakdown of your costs in your application.
4. You must be able to spend the funds within 12 months of the grant award if successful and will be required to evidence this spend as part of the grant award. Failure to provide the required evidence at the end of the 12-month period may result in you being unable to apply for the next round of PB grants.
5. You must have any legal or other permissions and relevant insurances required to carry out your project.
6. You must allow your project to be used in any North Ayrshire Council promotional material.
7. Only **one application per organisation** will be considered to increase the opportunities for a wide range of projects to be funded. If your project takes place in more than one locality, please select the locality where the majority of your project takes place.
8. You may apply in **either** Locality PB or Youth PB, but not in both. This is to increase the opportunity for a range of projects to be funded.
9. You may submit an application to the Community Wealth Building PB in addition to either Locality or Youth PB, but this must be for a **different** project.
10. You must submit your application by **Monday 15th September**. If submitting a paper application form, this must be returned to a member of the Community Learning and Development Team no later than **Friday 12th September by midday**.

**What we will not fund**

1. **Applications from schools (these are the responsibility of the local authority).** Parent Councils and Associations can apply for extra activities out with the school day (before or after school) if they enhance and benefit the wider community**. You must upload or include evidence that young people have been involved in shaping the application**.  If multiple applications are being submitted from one school (e.g. sports groups / parent councils) this may reduce the chances of all being funded - please discuss within your school.
2. **Applications from public sector staff to run projects as part of their paid remit.**
3. Any political or religious activities. Applications can be accepted from faith groups if they are for local community work.
4. Retrospective funding for projects. If you are looking for funding for Christmas celebration events, for example, we strongly encourage you to apply to other funders as we cannot guarantee you will have received your funding in time for your event if successful.
5. Routine maintenance and repairs.
6. **Routine running costs (salaries/electricity/rates/rent/insurance etc)**. Common examples would be:
	1. We are able to cover the cost of one-off hall hire for an activity, but cannot contribute to ongoing rent costs, as the organisation should be able to meet these costs independently.
	2. Salaried staff costs cannot be covered, but we can cover the cost of bringing in an external facilitator or specialist to provide a one-off activity.
	3. We are able to fund public entertainment licences, street trader’s licences and public liability insurance for one-off events. However we cannot cover the cost of ongoing insurance policies required for your day to day operation.
7. More than one application per organisation
8. Applications from organisations for funds that they then plan to distribute on to other organisations like a grant.
9. **Private businesses.** Applications **can** be accepted from social enterprises and other community businesses (e.g. CICs) but the project must meet the rest of the criteria outlined above.