

THE INCLUSIVE COMMUNITIES FUND

A LEGACY OF THE COMMONWEALTH GAMES

SMALL WORKS, REFURBISHMENT, RENOVATION GRANTS – FUND FACTSHEET

V1 - DATE: 8 NOVEMBER 2023

BACKGROUND INFORMATION

The 2022 Commonwealth Games took place between July 28th-August 8th, 2022 and was the biggest event in the history of the West Midlands and the largest major event in the United Kingdom since the London 2012 Olympic and Paralympic Games.

Alongside the sport, the Birmingham 2022 Festival between March-September 2022 attracted a record audience for a Commonwealth Games cultural programme of nearly 2.5 Million people.

The Games resulted in a budget underspend which facilitated the creation of a £70 million Commonwealth Games Legacy Enhancement Fund via the Department for Culture, Media and Sport. The West Midlands Combined Authority (WMCA) are overseeing delivery against this investment to enable a significant programme of Legacy projects to take place until March 2025.

This Guidance Pack details The Inclusive Communities Fund, which is £9million of funding that will give opportunities to organisations and communities across the region.

ABOUT THE INCLUSIVE COMMUNITIES FUND

The Inclusive Communities Fund is set to ignite communities across the West Midlands to imagine, propose, and bring to life solutions that directly address the challenges in their neighbourhoods and local areas. This Fund is inspired by the momentum generated by the Birmingham 2022 Commonwealth Games, which provided support to community-based organisations across the West Midlands, enabling access to exciting opportunities and fresh funding streams.

The Fund aims to strengthen the achievements, prompted by the Games, offering community organisations access to new funding to make a difference for the people they work with. The Fund will serve as a catalyst to address inequalities, forging deeper connections between individuals and organisations to continue the legacy of the Games.

This Fund shares the four original core mission principles of the Commonwealth Games:

- Bringing people together
- Improving health and wellbeing
- Helping the region to grow
- Putting the region on the map

Grants will be available for works, activities and services that will contribute to the four core missions, and which fall within one or more of the following three themes:

- Physical activity and sport
- Mental health and well-being
- Arts, culture and creativity

OVERVIEW OF SMALL WORKS, REFURBISHMENT, RENOVATION GRANTS FROM THIS FUND

CLOSING 4 JANUARY 2024

SMALL WORKS, REFURBISHMENT, RENOVATION £500 TO £100,000

Organisations might wish to improve their buildings or facilities to enable them to better deliver activities and services that will achieve the missions.

Grants up to £100,000 are available for small works such as building refurbishment and renovations, but which do not require planning permission.

The applicant should own the building or facility to be improved or have written permission from the owner for the improvements. Applicants will also need to demonstrate long term maintenance and liability arrangements are in place.

Applicants must demonstrate how the improvements will extend their existing activities or services, or deliver new activities or services, that will achieve the missions and demonstrate how these would relate to one or more of the themes.

- Projects will need to demonstrate tangible and achievable outcomes, and impact.
- Projects will need to demonstrate ongoing sustainability beyond the initial funding.
- New organisations will need to demonstrate capacity to manage a capital grant.

Organisations based in one of the Fund's areas are eligible to apply. (See FAQs)

Grants will be paid in instalments, to be agreed following an award.

A grant must be fully spent by December 2024.

GRANT LEVELS - SMALL WORKS, REFURBISHMENT, RENOVATION

Under £10,000

Works do not need to be openly tendered or multiple quotes obtained. One quotation will be sufficient, although we would advise you to seek more than one to demonstrate value for money.

£10,001 to £50,000

At least three competitive quotes are required (including VAT), although it is not necessary to purchase/appoint the lowest quote if a higher quote offers higher quality and/or overall value for money.

£50,001 to £100,000

Capital works over £50,000 (including VAT) must be offered through a competitive tendering process. Copies of the tenders will be required along with an explanation of the selection process for the successful contractor/supplier. It is not necessary to purchase/appoint the lowest quote if a higher quote offers higher quality and/or overall value for money.

Costs can include:

- Fixtures and fittings
- Professional fees
- Internal project management time
- Large items of equipment such as catering ovens/fridges, or gym equipment
- Small building works such as a room refurbishment or improving wheelchair access to a building.
- Evaluation

PROJECT EXAMPLES - SMALL WORKS, REFURBISHMENT, RENOVATION

- Refurbishing a kitchen in a community centre to be able to support more individuals to access services by offering them a warm place and a hot meal.
- Resurfacing a multi-use games area to offer a new lease of life and enable more physical activity and sports to take place for the local community.
- Updating changing areas and facilities to enable a new group or individuals to be able to take part in an activity to improve their mental health or wellbeing.
- Building a sensory room for people with additional needs to engage their senses in a calm, safe environment that builds their confidence and abilities.

SUPPORTING DOCUMENTS REQUIRED

- Governing document: a written constitution, or articles of association; or set of rules
- A list of your organisation's management committee / board of trustees / board of directors. There must be at least 3 unrelated people as members. Please show which have bank authorisation (a minimum of two, unrelated signatories).
- A copy of your most recent annual accounts or financial records showing your organisation's balance of funds, income, expenditure and reserves. If you are a new organisation without annual accounts yet, please send a 12-month cashflow forecast instead. Limited companies and CICs should send their full accounts which show turnover.
- A bank statement from the last 3 months
- Safeguarding policy
- Equal opportunities policy
- Quotation(s) or tenders for the proposed capital work, as required
- Business plan
- Project Timeline
- Risk register and monitoring information
- Evidence from any other funders that any other funding is agreed and in place
- Evidence from other partners of their support for the project (copies of supporting letters/emails)
- Relevant permissions
- Any other supporting documents- (please list)

MONITORING REQUIREMENTS

- Interim monitoring report at midpoint of grant period
- End of grant monitoring form and receipts and/or Certificate of Practical Completion (where applicable) to be submitted within 1 month of project end date
- All grant recipients will be expected to participate in any appropriate publicity as requested by HoECF or WMCA.

ELIGIBILITY

This fund is for not-for-profit and community organisations based in and delivering services and activities in the WMCA area.

This includes:

- Registered charities
- Charitable Incorporated Organisations (CIOs)
- Charitable companies
- Companies limited by guarantee
- Constituted community organisations
- Sports clubs that address disadvantage
- Community Interest Companies (CICs) limited by guarantee
- Community Interest Companies (CICs) limited by shares (see FAQs)
- Co-operatives – registered Community Benefit Societies and registered Industrial and Provident Societies
- Social Enterprises

INELIGIBLE ORGANISATIONS AND ACTIVITIES

- Individuals/sole traders
- Statutory bodies. However, these could be a member of a partnership where an eligible organisation is the lead applicant.
- Political groups
- Religious/faith groups unless a grant would benefit a wider community and is not intended to influence people's religious choices or promote a particular belief system.
- Companies Limited by Shares (CICs limited by shares can be funded by exception (see FAQs)
- Individual schools or other educational establishments
- National organisations, with some exceptions (see FAQs)
- Animal welfare organisations, except where a project directly benefits people
- Groups with significant financial free reserves
- Retrospective funding
- Funding statutory services or facilities
- The purchase of buildings or land
- Any works requiring planning permission

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