



DARLINGTON
Borough Council

APPLICATION FOR COMMUNITY FUNDING 2025

The Community Engagement Fund has been set up by Housing Services with the aim to support community projects in areas where Housing Services own properties. The fund offers financial a contribution to support tenant led activities and projects that make a difference to the community and helps to promote social, environmental, and economic wellbeing.

Previous applications have included garden projects, celebrations for VE day and the Jubilee and equipment for residents' associations and good neighbour sites.

Applications will be reviewed in partnership with our Tenants Panel to ensure fairness and accountability.

Eligibility criteria for applicants

- You can apply if you are a group of residents or leaseholders, a voluntary or resident led community group with a good idea that will make a difference to the lives of Darlington Council tenants and the wider community on Council housing estates.
- Funding is available of up to £1,000
- Applications should meet at least one of the outcomes in the following outcomes: (see attached Frequently Asked Questions for more details)
- A safe and caring community where residents know and support their neighbours
- The diverse needs within the community are supported
- More people active and involved in community events
- A place designed to thrive
- More people caring for the environment
- Enough support for people when needed
- More people healthy and independent
- Children have the best start in life
- More businesses and more jobs
- Support the formation and activities of resident groups and tenant panels
- Build capacity within the community so more residents can be effectively involved

If you have any queries or require assistance with your application, please don't hesitate to contact Tenant Involvement by email tenantinvolvement@darlington.gov.uk or phone 01325 406682.

How to Apply?

Simply visit our website and complete the online application or use this hard copy form and send to:

Tenant Involvement
Housing Services
Darlington Borough Council
Town Hall
Darlington
DL1 5QT

Alternatively, you can email a copy to tenantinvolvement@darlington.gov.uk

Please note that if you are successful in your bid, you will be required to provide full receipts detailing your spending to us for audit purposes.



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SECTION 1 - APPLICATION FORM

Organisation:

Main Contact:

Address:

Telephone number:

Email address:

Do you have any communication needs – for example Braille, large print, interpreter, British Sign Language, hearing loop, etc? Yes No

SECTION 2 - YOUR PROJECT

Please use this section to fully describe your project, what you intend to do with the funding you are applying for, how it will benefit the community and please state whether the project is new or existing.

If you are planning on providing equipment, please let us know about how this will be maintained in the future.

Please give as much detail as you can to help us make our decision.

Section 3 – Funding

How much is your application in total? (Maximum funding available is £1,000)

Please provide a breakdown of what items will be purchased and how this funding will be spent, including other sources of funding from other organisations.

Item	Cost of Item included in the bid	Items funded from other sources/in kind and not included in the bid
Total		

Section 4 – Declaration

I confirm that I am authorised to sign on behalf of the organisation named in this application. This organisation agrees to abide by all the terms and conditions associated with any grant that may be awarded.

To the best of my knowledge the answers to all questions are accurate.

If this application is successful, the grant awarded will be used only for the purposes stated in this application.

I understand that we will be required to repay any grant awarded if it is not used for the purpose stated in this application.

Signed:

Date:

Print Name:

Position held in group:

Cheque to be made payable to:

Please tell us how you found out about the Community Fund	
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Frequently Asked Questions

How will applications be judged?

All applications will be judged on their own merit.

1. Each application should demonstrate how it will benefit Council tenants, their families and /or the wider community living in areas where we own properties.
2. Each application must also be able to demonstrate how it aims to help achieve, in the local community, at least one of the 11 outcomes identified below.

The outcomes are:

- A safe and caring community where residents know and support their neighbours
- Support diverse needs within the community
- More people active and involved in community events
- A place designed to thrive
- More people caring for our environment
- Enough support for people when needed
- More people healthy and independent
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All applications that meet at least one of the eligibility criteria will then be assessed against a scoring criterion. These are used to assess:

- The extent to which the application supports one or more of the eligibility criteria above
- The quality and any added benefits of the application

The decision on which projects to fund will be made by the Head of Housing in partnership with the Tenants Panel.

What can a grant pay for?

In your application you will need to tell us what the grant will be spent on. Here are some examples of what we will fund:

- Materials for use in your project
- Publicity materials for use in your project
- Training
- Transport costs
- Venue hire

- Volunteer expenses
- Purchase or hire of equipment
- Information technology equipment

What we won't pay towards:

- Day to day running costs (e.g. utility bills, council tax, rents)
- Items that only benefit individuals (e.g. equipment that is not to be shared)
- Political or religious activities
- Purchase of alcohol
- One off event such as Garden Parties which will not benefit the area in the long term
- PAT Testing
- Repeat funding for the same / similar project

How will I know if I have been successful?

A member of the Housing team will contact you to check your details and confirm payment arrangements.

Will I be able to resubmit if I have been unsuccessful?

You will have the opportunity to resubmit if the bid for funding has been unsuccessful. For any application we will advise the reasons why the bid has been unsuccessful and update you if we think the bid is unsuitable.

Will you give me feedback on my application if unsuccessful

You will always receive feedback for your applications. If for any reason they are unsuccessful we will highlight the reasons why and if there are any changes that could affect our decision.

How many bids can an organisation make each year?

An organisation can have one set of funding per year, plus an extra set of funding for special occasions.

How will I receive the funding?

If successful payment will be made by cheque distributed by post.

What is Interim Funding?

Occasionally, due to the nature of the project, payment may be split with payments being conditional on completing certain tasks within a project.

What is the purpose of the interim funding?

Representatives of Housing Services and one or more tenant representatives will come to your project to meet with members of your organisation and/or the beneficiaries of the grant,

take some photographs, hear about how the project is going and present the cheques for the second half of the funding.

What happens after the interim funding?

Once the interim visit has been completed you should carry on with the clear aim of completing your project.

Who do I contact for more information?

For more information contact our Tenant Involvement Team via email at tenantinvolvement@darlington.gov.uk or via phone at 01325 406682.

Can my Scheme Manager help me with the application?

Your scheme manager can help you with the application but cannot process the applications themselves. Applicants should have an idea of costings before completing their applications.

Will my application be publicised?

Any successful applications may be publicised on the Darlington Borough Council webpage as well as the Housing and corporate Facebook page