VISIONS FOR NORTHOLT

Floating Community Room, Venue grants

Frequently asked questions, August 2023

1. Who can apply?

This grant funding is for venue operators on and around the Racecourse Estate who have signed up to become Floating Community Rooms. You can sign-up to become a Floating Community Room by emailing your request to visionsfornortholt@ealing.gov.uk.

Venue operators that fall into the following categories can apply:

- Voluntary and community organisations
- Constituted group or clubs
- Registered charities
- Charitable incorporated organisations
- Not-for-profit companies
- Community interest companies
- Schools
- Community benefit societies

We cannot accept applications from:

- Sole traders
- Organisations based outside the UK
- One organisation applying on behalf of another organisation
- Companies that can pay profits to directors, shareholders or members (including Companies Limited by Shares)

2. How many applications can a venue operator submit?

Applications are limited to one per venue. This is to ensure that the opportunity is available to a range of different groups.

3. How much funding can a venue operator can apply for?

An operator can apply for between £5,000 - £20,000. We are interested in receiving a mix of applications, both big and small. A total of £65,000 funding is available.

4. What types of building works can this funding be used for?

This funding must be used for building works that improve your venue by making it more accessible and user friendly and able to host a diverse range of activities.

Examples include:

- Improving the accessibility or visibility of your venue, such as a new entrance, openings or through improvements to a building's perimeter and grounds.
- Improving the performance of a building, for example by repairing a roof leak or by adding insulation to a hall to keep it warm during the winter.
- Adding facilities to a building, such as a toilet, kitchenette or storage to expand its function.

5. Can this funding be used to cover staff costs?

Yes. Costs related to extending your existing offer, including changes to your opening times and managing external bookings related to Floating Community Room activities (e.g. additional staff costs) are eligible. Staff costs related to the management of any construction works are also eligible.

6. When does the project need to be completed?

Construction works must be delivered within 6-months of the grant offer being issued.

7. When will the funding be paid?

Applicants are required to set out their budget forecast and milestones. This will form the basis of the payment schedule that will be developed with successful applications. The final 15% will be awarded once the final monitoring forms have been submitted and validated.

8. In addition to this grant, can I use other funding to contribute towards my project?

Yes. You can choose to raise additional funds or use existing funds to support your project.

9. Can we apply to cover the costs of works already delivered?

No. This funding is for new works only.

10. Can you provide detailed guidance on the cost plan?

Review an example cost plan within the [FAQs Appendices](#).

11. Can you provide detailed guidance on the risk assessment?

An example risk assessment can be found in the [FAQs Appendices](#).

12. Can you provide detailed guidance on the key milestones?

An example of key milestones can be found in the [FAQs Appendices](#).

13. Can you provide detailed guidance on the monitoring forms?

Successful applicants will be required to report on the impact of their project each quarter over a 12-month period. This will include completing a short form that demonstrates what works have been completed and any increase in footfall and community use following completion of the works.

We will work with successful applicants to agree what should be reported on and how, as relevant to their project. An example monitoring form can be found in the [FAQs Appendices](#).

14. How will applications be assessed?

Applications that focus on one or more of the following objectives will be prioritised:

- Making existing venues more accessible to a diverse range of community members
- Making existing venues more flexible to host a range of different activities
- Improving the environmental performance of venues and reduce running costs
- Supporting the local economy, by sourcing materials and labour locally
- Supporting skills and training, by involving local volunteers or employing local people
- Contributing to a long-term vision and sustainable business plan for the venue, beyond the 12-month programme

Applications will be scored as follows:

Criteria	Weighting
Objectives: The extent to which your proposal delivers against one or more of the objectives above.	40%
Training: The extent to which your proposal provides volunteering and training opportunities for those involved.	10%
Deliverability: The extent to which your proposal is deliverable, including a cost breakdown, project plan and risk assessment.	30%
Accessibility: The extent to which your proposal is inclusive and accessible for different groups with protected characteristics.	20%

15. Will feedback be provided so that unsuccessful proposals can be developed further for future grant opportunities?

Yes. All applicants will receive a response and short written feedback via email.

16. Will any assistance be given to those wishing to apply for a grant?

Yes. We are offering support to develop your application, including a meeting with Architect Alison Crawshaw. Please request a meeting by emailing visionsfornortholt@ealing.gov.uk with the subject 'Floating Community Room - Venue Grants Support'. We strongly advise interested applicants to make use of this opportunity.

17. What happens after I apply?

All applications will be reviewed by Ealing Council within 3 weeks of the submission deadline (subject to number of applicants). All applicants will receive an email to notify them of the outcome of their application.

Successful applicants will be issued with a short grant agreement to be signed before funding can be issued. An example grant agreement can be found in the FAQs Appendices.