

EBBSFLEET DEVELOPMENT CORPORATION- COMMUNITY INVESTMENT FUND

GUIDANCE NOTES AND FREQUENTLY ASKED QUESTIONS

Thank you for your interest in the Community Investment Fund.

The table below has been developed to guide you through the process of applying to the Community Investment Fund.

Please send us your thoughts against each of the key questions listed below and we look forward to hearing about your project or idea!

To submit your bid please email everything to Paul Boughen at Ebbsfleet Development Corporation paul.boughen@ebbsfleetdc.org.uk

Tel: 0303 444 2586

Post: EDC, The Observatory, Castle Hill Drive, Ebbsfleet, Kent DA10 1EE

Key questions	Guidance note
Project description	Please give a description of your project, including where it will be delivered, the key deliverables, how long it will last and what it will involve on an operational level.
How much can I bid for?	The average bid is between £1,000 - £3,000. We will consider bids in excess of £3,000 however at this point match funding may be required. Match funding is a second source of funding for your project which creates for example a 50/50 split between EDC and a second party in meeting the total cost of the project. Please provide a breakdown of how much you want to bid for and how the funds will be spent.
Is match funding being offered?	As above, in relation to bids in excess of £3,000
How will the project be managed and overseen?	Please provide details of who will be responsible for delivering the project day to day and will act as a contact point.
Does the bid/ project promote community cohesion?	We are keen to support projects, events or initiatives which will bring members of new and existing communities together and help develop a sense of 'community spirit'. We will support projects that give communities access to new things to do whether in the form of a class, an event or a community project, for example. We will support new ideas and new groups so that they can grow and thrive in Ebbsfleet.

<p>Is the project to be delivered within the qualifying area?</p>	<p>It is a requirement that any project which we support is delivered within the Ebbsfleet Garden City area, for example Castle Hill, Ebbsfleet Green, Springhead Park, Cable Wharf and Ebbsfleet Cross. We are also keen that your project or idea is accessible to and benefits existing, neighbouring communities, particularly Swanscombe, Greenhithe and Northfleet.</p> <p>Bidding organisations must be based and/or active within 4 miles of Ebbsfleet International station.</p>
<p>Does the organisation meet the criteria?</p>	<p>The Community Investment Fund is open to registered charities, constituted local groups, not for profit social enterprises, private individuals and private companies limited by guarantee.</p>
<p>How will residents be engaged?</p>	<p>Please tell us how you plan to engage local people in your project, event or initiative?</p>
<p>What outcomes are expected from this project?</p>	<p>Please tell us what outcomes you expect to be delivered as a result of your project, initiative or event.</p> <p>For example, if you are delivering a new series of classes, what are they aimed to achieve? A new skill set for local people? Improved wellbeing?</p> <p>If you are delivering an event in Ebbsfleet, how many people are you aiming will attend? Do you want to create something physical at your event, for example a piece of art or a video diary?</p> <p>Do you want your event to reoccur on a regular basis? How will you use your first event to gauge interest and demand?</p>
<p>Due diligence</p>	<p>Please provide a copy of your latest set of audited accounts along with your bid.</p> <p>If the proposal is for a new group or a one off event, please provide your projected income and expenditure.</p>
<p>Case Study</p>	<p>Please provide a short case study of when you have delivered a project, event or initiative like this in the past?</p>