
Elmbridge Cost of Living Fund

Round 3 – Guidance notes

Who is providing the funding?

Elmbridge Borough Council has allocated £100,000 to the cost-of-living fund.

What is the aim of the funding?

Elmbridge would like to fund community led projects that support our residents through the continued cost-of-living crisis.

Organisations have seen an increased demand for local voluntary, community and faith sector services due the cost-of-living challenges being experienced. The aim of the funding is to enable organisations to meet this demand and help those in most need.

Who can apply?

Applications will be accepted from groups including not-for-profit organisations, schools, third sector and faith sector organisations which operate in Elmbridge. This includes registered charities, community interest companies and community groups.

Who will benefit from the cost of living support fund?

The funding must only be used to support Elmbridge residents.

Applications will be welcomed for projects who directly support families, households at risk of food poverty, disabled residents, and households in receipt of benefits.

What are the funding criteria?

Applications will be considered for community programmes, projects or initiatives that demonstrate some or all of the following criteria:

1. New or existing projects which directly support residents struggling with the cost of living
2. Proposals to find sustainable solutions to cost of living issues within the borough
3. Proposals for boosting the fund via match funding

As well as the above, as part of your acceptance of the funding awarded, you will need to include in any literature or publicity the fact that you have been supported by the Elmbridge Cost of Living Fund, together with the Borough Council's logo.

Information about the project may be publicised on the council website and in public material for publicity purposes. Personal information will not be disclosed without the prior agreement of those concerned.

What will the fund not cover?

The fund will not accept applications for the following:

- Projects that were previously funded by Round 1 and Round 2 of the Cost of Living Fund
- Funding core services or existing staff salaries (additional staff salaries for new projects can be funded)
- Individuals who are not partnered with a voluntary sector group
- Support to be provided outside of the Borough of Elmbridge
- Activities which are the responsibility of the statutory sector to provide
- Medical research
- Funding for major capital projects or items (we will support low level equipment costs)
- Utility bills
- Advancement of any religion or religious group, unless the application is to provide non-religious services to the local community e.g. Foodbank or other similar project which supports the local community irrespective of religion.
- Animal welfare
- Retrospective requests
- Commercial or business activities, but this does not exclude social enterprise
- Applications that would be eligible for the Community Infrastructure Levy fund: <https://www.elmbridge.gov.uk/planning/community-infrastructure-levy-cil-funding/>Sub-subheading example



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How much can be applied for?

There is no maximum amount any one organisation can apply for. Please indicate on the application form whether you would be prepared to accept a smaller amount.

Previous examples

Some initiatives that have been supported by previous rounds of this funding include:

- Food vouchers, food parcels and meal kits
- Supporting residents with applications for benefits and money management
- Clothes bags and school uniform packs
- Providing subsidised counselling sessions
- New facilities such as washing machine, tumble drier, table and chairs
- Facilitate clubs like toddler groups, holiday sports camp and cooking and crafts

What evidence needs to be provided with the application?

Clear evidence of need, including any data where possible must be provided in the application form, as well as a measure of what is going to be delivered on.

Who will assess my application?

Your application will be shared with the Elmbridge Cost of Living Steering Group for their comments and recommendations. The Steering Group is made up of representatives from:

- Elmbridge Borough Council
- Citizens Advice
- Rent Start
- Walton Charity
- PA Housing
- Spurgeons Family Centres
- Central Surrey Voluntary Action (CSVA)
- St Peter's Church, West Molesey



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Elmbridge Borough Council's Management Board will then assess each application and decide on how funding will be allocated. Their decision is final and there is no right of appeal.

What monitoring will have to be provided after the funding is granted?

Successful organisations will be asked to provide a six-month update after payment of the grant to the Cost of Living Steering Group, and a further update one year after payment to demonstrate that the full grant has been spent and what the outcomes are.

When is the closing date?

Applications will open at midday on 2 September, and close at 5pm on 25 October 2024. Applications will then be shared with the Cost of Living Steering Group and reviewed by Council Management Board. We aim to inform applicants of a decision in early November.

I need support with my application?

Please contact the Policy & Performance Team on 01372 474401 or email policy@elmbridge.gov.uk.



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