

CRITERIA

KINGSBROOK & CAULDWELL -

BIG LOCAL GRANTS FUND

A FUND MANAGED BY
BEDFORDSHIRE AND LUTON COMMUNITY
FOUNDATION

ON BEHALF OF
BIG LOCAL



Community
Voluntary Service
Strengthening local social action



Bedfordshire & Luton
Community Foundation

Local Trust
creating
lasting
change



INTRODUCTION

Since 2011 Kingsbrook and Cauldwell has been designated as one of 150 Big Local Areas. This initiative saw an investment of c£1m in the local areas to support the local community and was funded by the Community Lottery. It is locally administered by Local Trust and Bedfordshire CVS (BCVS) has to date managed the funds and community work and commissioning. BLCF have recently partnered with both Local Trust and the CVS to expand the delivery of the programme until March 2026, when the Big Local initiative ends.

HOW MUCH CAN GROUPS APPLY FOR?

This fund is open to registered charities and other not-for-profit groups who will be able to make a positive difference to people in the Kingsbrook & Cauldwell wards in Bedford Borough.

Grants are available through 3 levels of support-

- 1. Pilot & Test Small Grants** – up to £5,000, aimed at smaller groups to engage and deliver community activities in the area. Projects can run for a maximum of 6 months in duration.
- 2. Development Grants*** – up to £10,000, aimed at groups who are active but not ready to take a leadership role, but who need help to scale up their work and ideas.

**This grant is only available for groups based and delivering in the Kingsbrook the Cauldwell wards.*

- 3. Large Grants** – up to £30,000. Aimed at groups delivering core provision in the area, helping to sustain their involvement in the community or for new projects/initiatives (which can include capital costs).

Funded activity must fit with one of the priorities of the fund and all grants will need to be completed by end of March 2026 (excluding pilot & test grants whereby the delivery timescale is a maximum of 6mths).

Fund priorities

The 3 priorities set for the programme and areas of interest are:

- 1. Environment & Green Spaces**
 - Planting trees and wildflower meadows as part of community growing
 - Working together to tackle climate change
 - Safety and security in parks/green spaces
- 2. Community (Community Development)**
 - Opening and supporting community centres (if community managed)
 - Creating safe spaces for people of all ages to socialize and meet
 - Supporting families including age-appropriate activities and holiday schemes
 - Bringing people together for shared activities and community events
 - Increasing the skills and capacity of the community and individuals
- 3. Future Generations**

- Providing youth leaders and led activities for young people
- Supporting and investing in young people to lead on activities and provision for themselves or co collaborate and design activities
- Developing after school activities, apprenticeships and sport clubs to inspire and motivate

We Fund

You need to be able to demonstrate that you have:

- A constitution or other governing document
- A committee of at least 3 unrelated Trustees / Directors (no-one with 'significant control').
- Good financial management and health, without large free / unrestricted funds.
- A proposed project which has not already been funded by BLCF (or separately applied for BLCF funding).
- A clear plan to support residents in the Kingsbrook and Cauldwell wards
- A comprehensive safeguarding policy (for work with children / adults at risk).
- Considered how your proposal ensures that people of different backgrounds, ages and abilities are included (fair and equitable)- we may also ask for an equality, diversity & inclusion policy.
- Sought funds from a range of sources, made efforts to become self-sustaining, and have a clear strategy for when funding ends.

If your organisation is a social enterprise (including CICs) there is specific guidance available [here](#).

We Do Not Fund

- Individuals.
- National organisations (unless clear local benefits).
- Community Interest Companies (CICs) limited by shares.
- Profit-making organisations.
- Statutory bodies or work that forms part of a statutory responsibility
- Organisations or activities that promote political parties or religion. (We do fund activities that demonstrate wider public benefit).
- Professional marketing / advertising and fundraising.
- Retrospective costs (for things that have already been paid for or activities undertaken).
- General appeals or sponsorship.
- Animal welfare, unless the project directly benefits people.
- Trips (excluding respite care) and / or fundraising events.

Supporting Documents

You must also upload the following supporting documents with your application:

- **Annual accounts** - most recent signed annual accounts and / or management accounts, which have been audited / independently examined where required.

- **Governing documents** - constitution, memorandum and articles, articles, or set of rules.
- **Bank statement** - date within 3 months, in the name and correct address of the organisation applying with at least 2 unrelated signatories.
- **Equal opportunity policy.**
- **Safeguarding policy.**
- **Trustees and directors** (names, roles, confirmation of any related trustees / directors and any other potential conflicts of interest).

Should you require any support with any of the above please contact us in the first instance on administrator@blcf.org.uk using the subject line Kingsbrook & Cauldwell application enquiry.

Monitoring & Evaluation

Successful applicants will be asked to complete some form of update to us, dependant upon the level of funding requested and the purpose. This may include a short interim report (online form) if their project or initiative is more than 6months in duration. All successful applications will be expected to complete an end-of-project monitoring report so that we can see the outcome of the work and impact in the local community.

The end of grant report will ask how you spent the grant, including providing receipts. You will need to tell us about the project outcomes, impact, important issues, and lessons learned. We will contact successful applicants to discuss progress and organise visits to help with learning and development.

Before beginning the project, please consider:

- Who will write your reports.
- Your aims and objectives.
- How will you measure progress.
- What information you will collect:
 - Numbers (quantitative data) – how many people use the service, goals achieved (e.g. employment, improved health).
 - Stories / Case Studies (qualitative data) – user / volunteer feedback, observed increase in skills, confidence, etc.
 - Learning – user / volunteer feedback, what went well, what would you do differently, etc.
 - Partner feedback.

Additional Information

All applications are thoroughly assessed, including due diligence checks (more information [here](#)). Only applications which have been shortlisted and clearly meet the fund's criteria will be presented to our panel of local volunteers. We reserve the right to decline or accept any application according to the grants panel's decision.

We encourage all applicants to explore other funding sources. Your local Community Voluntary Service (CVS) can provide funding advice. For Bedfordshire CVS, visit www.cvsbeds.org.uk

Equal Opportunities

We commit to promoting equal opportunities and valuing diversity including all protected characteristics. We expect applicants to also be committed to the promotion of equality, cohesion, and inclusion.

If you have any queries, please contact us at administrator@blcf.org.uk