

Cost of Living Project
Social Isolation Grant Scheme 2024
Policy and Information Document



East Lindsey
DISTRICT COUNCIL

1. Summary of the Grant Scheme

This fund is designed to specifically support Community hubs across the District with a focus on supporting hubs to **address social isolation**. The grant is being made available to formally constituted community venues and other organisations who address social isolation issues to local residents. This grant can contribute towards additional overheads and costs of equipment or resources to support vulnerable residents to access services and tackle social isolation.

The key points of the Scheme are detailed below:

- Grants range from £100 to £2000 per parish council
- Grants will be assessed on an individual basis and we reserve the right to refuse an application
- Match funding is not required
- Applications must be made via email to Nichola Holderness, Community Leadership Manager, South & East Lincolnshire Councils Partnership – communities@boston.gov.uk
- Applications received will be checked for compliance with the Scheme criteria and those which do not comply with the criteria will be rejected
- Both 'Revenue & Capital' cost can be supported
- The Grants are paid in advance and usually within two weeks of being approved.

2. What the grants can and cannot fund

Applications must demonstrate they support one of the following:

- Provide Services and information that tackle social isolation
- Support vulnerable residents to access local services and support

We cannot fund

- Anything unlawful or illegal
- Anything contrary to Council Policy
- Bank, finance or audit charges and repayment of loans or interest costs
- Projects that specifically benefit an individual and do not have wider community benefit
- Projects where permissions are not yet in place (e.g. Planning permission, land/building owner permission)
- Community Hubs based outside East Lindsey

3. Application Process

- Applications must be made via email to Nichola Holderness, Community Leadership Manager, South & East Lincolnshire Councils Partnership – communities@boston.gov.uk
- The Council will undertake standard verification checks to ensure the application complies with the policy. If your application is ineligible you will receive confirmation of this.
- If the application is eligible you will receive a 'grant confirmation letter'
- Your grant is paid direct into your nominated bank account within 2 weeks and you will receive a remittance advice.

ELDC may request supplementary information to check that your application meets the eligibility criteria.

The Chief Executive retains the right to reject any applications for funding which are not considered to fall within the permissions of the scheme.

4. General Terms and Conditions

The general terms and conditions of the Community Hub small grant are detailed below:

1. No grant shall be used on expenditure made prior to the date of the grant confirmation letter.
2. You must use the grant exclusively for the community hub.
3. You must get our written permission before making any significant changes to the project.
4. Should the project not progress the grant must be returned.
5. Records must be kept of all expenditure (all invoices, receipts and other relevant documents) relating to the project for three years and must be available for inspection at any reasonable time.
6. You must provide us promptly with any information we request prior to or post grant award in relation to compliance with these terms and conditions and the criteria as detailed in the Policy and Information Guide.
7. The grant will not be increased if there is an over-spend on the project and you will be responsible for any excess sums required over the amount of the grant awarded.
8. You must comply with all relevant statutes and other laws and regulations relating to the project.
9. The grant and related expenditure must be shown as a restricted fund in your organisation's annual accounts. Where you have more than one restricted fund, there must be a note to the accounts identifying each restricted fund separately. Unspent funds and/or assets in respect of all grants must be identified separately in your accounting records.
10. Our staff, council members and advisers cannot give you professional advice. We cannot be held responsible for any action you take, any action you fail to take, or for your debts or liabilities. Even though we may give you funding and talk to you about your activities, you are still fully responsible for every part of the project.
11. Details of the grant awarded will be published on the Council's website in line with the Government's transparency requirements.
12. You agree to us publicising and sharing information about you and your project including your name and images of project activities. You hereby grant us a royalty free licence to reproduce

and publish any project information you give us. You will let us know when you provide the information if you don't have permission for us to use it in this way.

13. The Freedom of Information Act 2000 ('the Act') applies to us. This means that any information you give us could be released to any person who asks for it under the Act.
14. Where your project involves working with children, young people or vulnerable adults, you must adopt and implement an appropriate written safeguarding policy, obtain written consent from legal carers or guardians and carry out background checks for all employees, volunteers, trustees or contractors as required by law or guidelines.
15. These terms and conditions will continue to apply for one year after the grant is paid or until the project has been completed, whichever is later. Clauses 5, 12, and 13 shall survive expiry of these terms and conditions.

For any further queries please contact
Nichola Holderness, Community Leadership
Manager, South and East Lincolnshire
Councils Partnership
nichola.holderness@boston.gov.uk

01205 314269