



Additional Restrictions Grant

Large Grant Scheme

Grants up to £250,000

Guidance Notes

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1. Overview

The Additional Restrictions Grant (ARG) is provided to all local authorities by Central Government to support businesses impacted by the COVID-19 pandemic. This is discretionary funding and local authorities are encouraged to allocate it in line with local priorities. To date, the London Borough of Newham (“the Council”) has allocated small to medium sized grants and we are now launching the Large Grant Scheme.

Our Large Grant Scheme allows organisations and associations acting on behalf of businesses to apply for up to £250,000 to help support a broad range of projects and activities centred around the eight “Pillars” of our Towards a Better Newham Covid-19 Recovery Strategy, which builds on the Council’s Community Wealth Building Strategy.

Newham's Covid-19 Recovery Strategy, which is focussed on recovery and reorientation, is a fundamental shift to embed an economy which places the health and wellbeing of our residents' and race equality as both being central to our aspirations for inclusive growth, quality jobs and fairness in Newham.

Each grant is awarded in order to provide a business with both capital and revenue funding for an initiative which will help boost the local economic activity, for example by creating new jobs and providing a working environment in which their employees can thrive.

The Council has provisionally ring-fenced £1-2m for this grant opportunity. However, subject to high levels of quality applications, the Council reserves the right to increase allocation beyond the ring-fenced amount.

2. The vision for Newham

Our Covid-19 Recovery Strategy is focussed upon two distinct stages of activity: Recovery and Reorientation.

The first phase is recovery where we are focusing on responding to sustained challenges for businesses. The second phase is reorientation where we will start to make more fundamental changes which help us create an inclusive economy.

Aligned to the above is the Council’s Community Wealth Building Strategy, which is supporting organisations across Newham to succeed and enabling them to embed community wealth building practices in their daily activities. The Community Wealth Building Pledge is the primary vehicle through which the Council can support and encourage local organisations to identify and deliver on the tangible ways they can achieve the ambitions outlined in the Community Wealth Building strategy. The pledge also enables the Council to understand better the needs of local businesses by capturing their contribution to building a strong and resilient local economy.

3. Newham's Covid-19 Recovery Strategy – Pillars

Outlined below are the eight pillars of recovery. The Large Grants Scheme is specifically aimed at organisations which intend to use the grants to improve their own economic

wellbeing whilst helping the wider community to thrive. In order to help applicants to shape their application, we have highlighted the outcomes which are considered to be most applicable to the Large Grants. However, if applicants feel their proposal meets some non-highlighted outcomes then they are welcome to include these in their application.

Pillars	Outcomes
<p>Pillar 1: Our measures of success will be the health, happiness and wellbeing of our residents</p>	<ul style="list-style-type: none"> • A focus on an economy which better reflects their daily experience. • Clear information on how the council is doing in delivering against its economic objectives.
<p>Pillar 2: The Council is committed to enabling every resident under 25 to be safe, happy and cared for, with positive activities to secure their long-term wellbeing</p>	<ul style="list-style-type: none"> • Young people (including care leavers, children at risk of violence, and NEETs) supported into training, education, placements, and enterprise • Mental and physical health issues addressed as early as possible, helping young people feel capable and secure • Young people equipped to thrive within new and emerging sectors, in particular green, creative, and tech industries • Resilience of the under-25 cohort to next recession • Increase in participation of young people in borough life, with enhanced representation in place and economy
<p>Pillar 3: The Council will take action so that all residents are supported and enabled to access work and other opportunities in the new economy</p>	<ul style="list-style-type: none"> • Greater economic resilience amongst residents • Decrease in residents reporting financial hardship • Increase in life satisfaction • Increase in local participation (community and civil society) • Increased points of access and visibility of services • Increase in local employment (against reference case) • Improvement in resident skills • Increase in number of Newham workers earning London Living Wage or above • Increase in the number of Newham workers organising to achieving better outcomes
<p>Pillar 4: The Council will assist our residents to be healthy, happy and safe so they are supported during times of recession and are able to thrive in the new economy</p>	<ul style="list-style-type: none"> • Residents' participation in families, communities and economy less limited by poor health • Wider access to resources for physical activity, healthy eating, and socialising • Connected communities able to support one another with basic wellbeing needs • Care and support services are person centred and that navigation within the health and care sector is as seamless as possible

	<ul style="list-style-type: none"> • Improved early access to mental health services
<p>Pillar 5: The Council will create accessible and inclusive neighbourhoods which will provide residents all of their social, civic and economic essentials</p>	<ul style="list-style-type: none"> • All Newham residents have close and easy access to the day to day services and amenities they need • Newham’s local centres are accessible, healthy and attractive environments which encourage active forms of moving around. • People feel safe and welcome to continue to use their local town centres as they always have done • Businesses have access to the support and information they need to adapt and evolve in a changing world • Newham’s high streets and town centres are home to a diverse network of spaces where residents can come together to work, test new business ideas, engage in culture, or socialise • Newham residents from all backgrounds and cultures feel a sense of belonging and ownership to their local centres.
<p>Pillar 6: We will become London’s greenest local economy</p>	<ul style="list-style-type: none"> • Residents, especially young people, able to work or start businesses in green tech/industry • LB Newham positioned as a leading London borough for green and circular economy, both as an incubator for green business and through the council’s own operations • Greater awareness among businesses and residents of the need to address climate and ecological emergency, and practical options to achieve this
<p>Pillar 7: The Council will deliver genuinely high-quality and affordable homes for Newham</p>	<ul style="list-style-type: none"> • Increase supply of affordable housing • Reduction in the number of rough sleepers • Clear pathways to safe and secure housing for vulnerable groups
<p>Pillar 8: The Council will only welcome investment that secures a fair deal and a fair economy for Newham</p>	<ul style="list-style-type: none"> • Increase in the amount of external investment coming into the borough • Residents experiencing a strong connection to development • More positive sentiment to change within the borough

4. Who can apply?

Grant applications are open to a broad range of public, private and third sector businesses and organisations including the following: workspace providers, social enterprises, co-operatives, small and medium-sized enterprises, community interest companies and charities

with an active trading arm and/or in receipt of charitable business rates relief. Individuals cannot apply.

Please note priority will be given to SMEs.

We welcome proposals from partnerships, but there must be one clear legally constituted applicant which build on the strengths of different organisations to deliver a holistic project. The applicant must be able to demonstrate that any delivery partnership has the capacity and ability to deliver the project and will take responsibility for the delivery and management of the entire project.

5. What we will fund?

The Large Grant Scheme seeks to fund a broad range of business related activities in response to the Covid-19 pandemic. The list below gives some guidance on the types of activities we will support:

- business support for small businesses
- arts and entertainment venues – creation of community events
- affordable workspace
- skills and employability
- response to climate emergency

Note: If you are intending to use this grant funding to purchase a zero-emissions vehicle then we recommend you wait until we launch our Green Vehicles Grant Scheme later in the year. If however, you are intending to purchase a fleet of zero-emissions vehicles then please proceed with the Large Grant Scheme

- support for young people
- developing Covid-secure workplaces

This list is not exhaustive and most projects may deliver more than one of the suggested actions or provide other bespoke solutions which address cross-cutting priorities within the eight pillars. Applicants should note that the grant funding provides funding for both capital and revenue. We therefore welcome proposals that that will deliver well-rounded packages, including management, outreach, support and legacy activities. All projects should champion new partnerships and collaborative working.

Capital funding: this can be used to purchase assets either new or the significant refurbishment of existing assets. These are expected to have wider community benefit and/or support Newham's climate emergency priorities.

Revenue funding: this can be used to create events and activities. There must be community and/or business benefits shown amongst the target group.

We encourage applicants to consider how quality-led outcomes will be achieved at each stage and want applicants to engage with a wide range of people and organisations to test ideas and use local knowledge to define and scope their projects.

Note: This funding is not to be used as a wage support mechanism, for capital projects that do not provide direct business support, or to fund projects whereby Local Authorities are the recipients.

6. What is the application process?

Formal application

Applicants will be required to complete a formal application online, where they will need to provide a detailed overview of their core ideas and proposed activities.



When completing the application form, applicants will be required to answer all the questions fully and explain their project as clearly and concisely as possible as a poorly focused project may result in resources being expended without contributing to results.

Applicants are required to provide accurate outputs and outcomes as well as key milestones and end dates. Plans on how an applicant will evaluate the impact and success of their project will also need to be provided.

Applicants will be required to become signatories, partners or champions of the Community Wealth Building Pledge.

The Council's Board (compromised of officers and elected members) will evaluate each applicant's suitability for funding by reference to the evaluation criteria and scoring methodology. All scoring will be moderated prior to awarding any funding.

Once the application has been assessed, the Board may seek further clarification before making a final decision.

Getting into contract

Successful applicants will be provided with a grant agreement, which must be signed and returned to the Council. Successful applicants will need to ensure that they have all the necessary resources and board/management approvals in place to enable the agreement to be executed promptly. Failure to do so may result in the funding offer being withdrawn.

In any event, applicants should note that they must not place any reliance whatsoever on such funding until formally notified in writing and both the applicant and the Council have executed the funding agreement.

Any expenditure incurred and/or to which applicants commit prior to the signed Grant Agreement is entirely at the applicant's own risk.

7. Grant funding timeline

The timetable below sets out the key dates in the grant application process. The Council reserves the right to amend this timetable as the process progresses.

Date	Stage
06/09/2021	Large Grant Scheme opens
17/10/2021	Large Grant Scheme closed
18/10/2021 – 05/11/2021	Grant assessment and moderation
08/11/2021 – 12/11/2021	Approval Panel
15/11/2021 – 10/12/2021	Successful applicants – offer letter and grant agreement
13/12/2021 – 07/01/2022	Award grant

8. Evaluation criteria

Projects will be evaluated against the following criteria:

Project Description (40% weighting)

The best applications will show a good fit with our Towards a Better Newham Covid-19 Recovery Strategy and have clearly defined outputs and outcomes related to one or more Pillars. The application should demonstrate an understanding of the target group/area/business sector and the extent to which proposed delivery meets their needs. An assessment will be made of the project's potential to deliver high quality provision/activity and outcomes, and the contribution it will make to the crosscutting themes of Community Wealth Building.

Deliverability (40% weighting)

Projects should have a clear plan, underpinned by capacity and skills in the team to deliver on time and within budget. The Board will look for evidence of effective collaborative working and intention to bring community and business benefit and the ability to implement, manage, monitor and deliver the project.

Applicants will be requested to provide three SMART (specific, measurable, achievable, realistic and timely) key performance indicators which will help demonstrate the impact of the project. As part of the application, applicants must clearly outline what measurable impact the project will result in and include it in their submission. We encourage applicants to set objectives against several different indices which we can monitor and evaluate during the project's lifetime.

Value for money (20% weighting)

Applications should include a clear description that demonstrates all costs associated with the project and explain why these costs are deemed to be reasonable. It's important to note

that value for money is not just about achieving the lowest price; the greater weight will be given to the delivery of high quality projects. The funding aims to deliver across several themes and support a range of activities across the borough. In making funding decisions, the Board will assess how applications received map across stated priorities and the borough's communities so that balanced and exemplary projects can be delivered.

9. Requirements/supporting documents

All applicants must comply with the requirements below and provide the following supporting documents as part of their application:

- Constitution or articles of association or partnership agreement/structure
- Bank statements dated within the last 3-months evidencing the organisation's account details
- Evidence of public liability and employer's liability insurance
- Audited accounts
- Cash flow position for the most recent full year of trading/operations
- The organisation's budget for the current year
- Detailed budget for the project

Please ensure all documents being submitted is in its entirety i.e. front and back pages.

10. Governance arrangements

Grant agreement

When an application is successful, the Council will issue the applicant with a non-negotiable grant agreement. Applicants are requested to ensure that they have all the necessary resources and approvals in place to enable the agreement to be executed promptly.

The Council will only release grant funds upon confirmation that the project has a clearly defined start date. Grants will usually be paid in a single instalment following receipt of a signed Offer Letter and Grant Agreement.

Reporting

Once funding is made available to successful applicants, they will need to be able to provide evidence that the funds have been spent as proposed and the Council reserves the right to audit projects.

From the point at which a funding agreement is entered, quarterly progress and performance reporting will be required over the first year of delivery (revenue projects) or until practical completion (capital projects).

11. Tax implications

Grant income received by a business is taxable. The Additional Restrictions Grant will need to be included as income in the tax return of the business.

Only businesses which make an overall profit once grant income is included will be subject to tax.

Payments will fall into the 2021/22 tax year. Unincorporated businesses will be taxed when they receive the grant income.