**Rural England Prosperity Fund - Community Grants Application**

Please refer to and read thoroughly the Rural England Prosperity Fund information on the Braintree District Council website where you will find further guidance to help complete the application. Please verify that your organisation is based in an **eligible rural area of** **Braintree** prior to completing the application (magic map and guidance on the website)

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| **Part 1** - **About your Rural Community Organisation** |
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| **1.1 Organisation details**  |
| Organisation Name |  |
| Address of Organisation  |  | Postcode |
|  |
| Project Location *(the project location must be in an eligible rural area of Braintree)* |  | Postcode |
|  |
| Contact Email |  | Contact Telephone |  |
| Legal Status of Organisation *(e.g. Registered Charity)* |  | Charity No. (if applicable) |
|  |
| Website |  |
| Does your organisation have an active organisation bank account? | [ ]  Yes | [ ]  No |
| Where did you hear about the grant? |  |
| Please provide a summary of your organisation’s aims and objectives. |
|  |
| 1. Is your organisation the subject of any ongoing investigation relating to suspicion of fraud or irregularity under an existing contract
 | [ ]  Yes | [ ]  No |
| 1. Is your organisation in a state of insolvency, voluntary administration, compulsory winding up and receivership, composition with creditors, company voluntary arrangements or subject to equivalent proceedings?
 | [ ]  Yes | [ ]  No |
| 1. Does your organisation have up to date policies and procedures relating to Health and Safety, Safeguarding, Equality and Diversity and Data Protection including GDPR?
 | [ ]  Yes | [ ]  No |
| 1. Does your organisation have in place both employers and public liability insurance as legally required?
 | [ ]  Yes | [ ]  No |
| 1. Has the project been subject to local consultation/Parish Council/local residents?
 | [ ]  Yes | [ ]  No |
| 1. Has your organisation received or is it expecting to receive funding for the project under other Defra schemes including:
* The Farming in Protected Landscapes Programme
* The Farming Investment Fund
* The Platinum Jubilee Village Hall Improvement Grant Fund
 | [ ]  Yes | [ ]  No |
| 1. Has your organisation received or is expecting to receive funding for this or any other project through Braintree District Council grants?
 | [ ]  Yes | [ ]  No |
| If you have selected *Yes* for(i) (ii) (v) (vi) or (vii), or *No* for (iii) or (v) above, please provide further relevant information or an explanation as to why this is not available. |
|  |
| Are you commercially, financially, legally, professionally, or personally linked to Braintree District Council or its Councilors or Officers? |
| [ ]  Yes | [ ]  No |
| If you have selected yes, please give further details: |
|  |

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| **1.2 Track record** |
| Please provide details of any similar projects that you have successfully delivered in the past. |
|  |
| Does your organisation have the capacity, resources, and capability to deliver the proposed project? Please provide details: |
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| **Part 2 - About your Project (see Appendix 1 for guidance)** |
| **2.1 Which intervention are you applying for?** |
| **Intervention** | **Select intervention** |
| local arts, cultural, heritage and creative activities | [ ]  |
| investment in capacity building and infrastructure support for local civil society and community groups | [ ]  |
| impactful volunteering and social action projects to develop social and human capital | [ ]  |
| creation of and improvements to local rural green spaces | [ ]  |
| **2.2 Overview** |
| Please tell us the name of your project. |
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| **2.3 Brief Summary of Your Project** (max 500 words) |
| Please provide a description of the project for which funding is being sought, including why it is required and what it aims to achieve.  |
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| **2.4 Who will benefit?**  |
| Please provide an overview of who will benefit from your proposed project.  |
|  |
| **2.5 Tell us about the need for REPF for your project** |
| Would you be able to run your proposed project without REPF? Would it be necessary to run your project at a smaller scale without REPF? |
|  |
| **2.6 About the project**  |
| Does the project need planning permission? If planning permission is required, please provide further details. |
|  |
| Does the project involve the acquisition of any land? If acquisition is required, please provide further details. |
|  |
| Does the organisation own the land on which the project will be based or has permission been sought from the landowner?  |
|  |
| Does the organisation hold a lease on the land on which the project will be based with at least 5 years of the lease remaining? Please provide evidence of lease and permission from landowner. |
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| **2.7 How will your project meet the criteria for the intervention?** |
| Explain how your project meets the objectives of the intervention? (see Appendix 1) |
|  |
| How does your project demonstrate value for money? |
|  |
| How does the project demonstrate additionality? (The extent to which something happens as a result of an intervention that would not have occurred in the absence of the intervention) |
|  |
| What are the project’s impacts on natural assets and nature? |
|  |
| What are the expected outputs of the project and how will they be measured?Please include details of your baseline assessment and refer to the criteria for the grant (please complete Appendix 2) |
|  |
| What are the expected outcomes of the project and how will they be measured?Please include details of your baseline assessment and refer to the criteria for the grant (please complete Appendix 2) |
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| * 1. **Delivery**
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| Please outline your expected timescales for delivering your project. Include any key milestones or deadlines you need to meet if they are known. Please consider that all projects must be completed and all grant monies defrayed by **13th February 2026** and reports submitted by **01st March 2026**  |

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| Project Timescale: |  |
| Start Date: |  | End Date: |  |

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| Further information: |

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| **2.9 Costs and Funding** |
| Please indicate the total amount of funding you are requesting for your project |
| **Cost of the Project** |
| Please indicate the total cost of your project. | £      |
| **REPF Funding Requested (capital only)** | **2025/26** |
| Please indicate the % of REPF requested | %      |
| **Total Grant Requested:**  | £      |
| **Co-funding** |
| Please indicate how you intend to fund the balance of the project outlined above. Provide details of co-funders and whether sums have been confirmed. |
| Total amount of co-funding (including from non-local authority partners) that your authority has secured to date, or anticipates securing  | £      |
| *[Optional – only complete for each partner you have identified]* | **Amount applied for** | **Confirmed** |
| Own authority's (i.e. Parish Council) co-funding resource name: | £      | Y/N |
| Co-funder name: | £      | Y/N |
| Co-funder name: | £      | Y/N |
| **2.10 Quotations** |
| Your application must be accompanied by at least one quote for each item up to £2499. You must provide three quotes for each aspect of the works or goods costing £2,500 or more. Please give details of your quotations below: |
| Quote reference | Supplier name | Cost (exc. VAT) | VAT amount | Preferred supplier |
|  |  |  |  | [ ]  |
|  |  |  |  | [ ]  |
|  |  |  |  | [ ]  |
| Please tell us how you have selected your preferred supplier from the quotes that you have obtained? |
|  |
| Is your organisation VAT registered?  |
| Yes [ ] (Please provide VAT Number below) | No [ ]  |
|  |
| Is your organisation able to reclaim VAT? |
| Yes [ ]  | No [ ]  |

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| **Please enclose a copy of your latest set of accounts, together with your budget and reserves for the current year.** |

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| **Part 3 – Declarations**  |

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| **3.1 Disclaimers** |
| **Data Protection** |
| Please note that by submitting this application form, you are consenting to any Personal Data collected being processed by Braintree District Council and shared with partners involved in the delivery of UKSPF and REPF. This includes the Ministry of Housing, Communities and Local Government and its contractors. The Personal Data will be held for the purposes of contacting applicants and assessing applications.  |
| **UK Subsidy Control Regulation** |
| Please note that as a Public Authority, Braintree District Council must comply with the new UK Subsidy Control regime. By proceeding, you are agreeing to provide the necessary details of your project to enable the Council to meet the transparency obligations that apply to public authorities awarding subsidies.Please also note that according to Minimal Financial Assistance regulation, standalone subsidies up to the value of £315,000 are exempt from having to meet the subsidy control requirements. However, if an individual organisation’s total subsidy receipts exceed £315,000 over a period of three financial years, the exemption no longer applies, and the relevant subsidies must be assessed against the subsidy control principles. Recipient organisations must inform the Council if this £315,000 threshold is due to be exceeded. Further information is available here, [via the Government website.](https://www.gov.uk/government/collections/subsidy-control-regime) |
| **Fraud statement** |
| 1. I have read and understood all documents about this scheme, including all information about eligibility.
 |
| 1. I am providing true, accurate and complete information
 |
| 1. I understand that by giving wrong or incomplete information which I know to be misleading, I may be committing a criminal offence and could face prosecution
 |
| 1. I understand Braintree District Council will investigate all applications where it suspects fraud
 |
| 1. I understand that Braintree District Council will check all the information that I provide and may ask for further details, if necessary
 |
| 1. I understand that I must pay back any money I receive to which I am not entitled
 |
| **I certify that:** |
| 1. I have read, understood and agree to be bound by the conditions of this grant scheme as detailed in the criteria notes or other supporting documentation
 |
| 1. I understand and agree that if this application is successful, the organisation or individual will be bound to use the grant exclusively for the purpose specified in the application
 |
| 1. The information contained in this grant application is true and accurate and complete in all respects, and that the budget for the project represents a reasonable estimate of cost for the proposed undertaking and is good value for money.
 |
| 1. I can confirm that I have the authority to submit this application on behalf of the organisation in question.
 |
| **I understand that:** |
| 1. The acceptance of this application by Braintree District Council does not in any way signify that they have agreed the project is eligible or that I will receive funding
 |
| 1. The full application may be declined, and that the decision of Braintree District Council is final and that there is no appeal process.
 |
| 1. Any grant paid will become immediately repayable in the event of any material inaccuracy or submission of false information.
 |
|  |
| Please confirm you have read, understood and agree to the terms of the declaration by signing below.  |
|  |
| **Please sign using your hand signature, using ink. The declaration page should be scanned or photographed and sent electronically with your application.**  |
| **3.2 Approval by the Applicant** |
| Please check that all sections of the form are complete and provide your name and date below to confirm that the information provided in this form is correct. Confirm that you have the authority to submit this form on the behalf of the organisation in question. Please also confirm you have read the guidance on the District Council website and appendices. |
| Name:  | Date:  |
| Position: |
| **3.3 Supporting Documents** |
| Please provide the following information to support your application if applicable | Tick |
| Planning permission  |  |
| Lease/landlord agreement  |  |
| Proof of match funding |  |
| Any other licences or consents required for the project |  |
| Quotes for items requested | :  |
| Evidence of community support/consultation |  |
| Most recent set of accounts |  |
| Outputs (please see Appendix 2) |  |
| Other |  |

Please return your completed form via email torepfenquiries@braintree.gov.uk

**Appendix 1: Meeting the objectives of the grant scheme**

You will need to tell us how your proposed project will meet the objectives and **set** outputs and outcomes and tell us about your **own** outputs and outcomes for your project. Additional information on outputs can be found at <https://www.gov.uk/government/publications/rural-england-prosperity-fund-prospectus>

Details about the objectives and outputs and outcomes are given in table 1 below:

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| --- | --- | --- |
| **Local arts, cultural, heritage and creative activities** | **Indicative outputs**  | **Indicative outcomes**  |
| Funding for provision of maker spaces. Funding for local art galleries, museums and libraries for altering premises or providing spaces for exhibitions to support displays for artists to showcase work | Number of amenities/facilities created or improved Number of amenities or facilities receiving grantsNumber of local events or activities supported) Number of organisations receiving grants)  | Increased footfallIncreased visitor numbersNumber of community-led arts, cultural, heritage and creative programmes as a result of support |

**Example Projects**

* Capital grants for provision of maker spaces
* Capital grants for local art galleries, museums and libraries for altering premises or providing spaces for exhibitions to support displays for artists to showcase work.
* Capital grants to enable cultural, heritage and creative events and provision of venues for locally led: music and theatre performances, tours, author events, film screenings.

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| --- | --- | --- |
| **Funding (capital grants) for investment in capacity building and infrastructure support for local civil society and community groups Objectives**  | **Indicative outputs**  | **Indicative outcomes**  |
| Capital grants for provision of net zero infrastructure for rural communities and to support rural tourism activity,Capital grants for kitchens in community hubs which are capable of supporting food and drink entrepreneurs to get accreditation for food production. Funding for resilience infrastructure and nature-based solutions that protect local businesses and community areas from natural hazards including flooding and coastal erosion. | Number of EV charging points Number of visitors or locals using charging points Number of community energy projects funded | Improved perception of facilities or amenities Increased users of facilities or amenitiesImproved perceived or experienced accessibility Number of new businesses created |

**Example Projects**

• EV charging points

• community energy schemes such as scaled up biomass, heat pumps or solar

• capital grants for kitchens in community hubs which are capable of supporting food and drink entrepreneurs to get accreditation for food

 production.

**Please note: For energy improvement schemes we would expect that a government approved supplier would be used.**

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| **impactful volunteering and social action projects to develop social and human capital** | **Indicative outputs**  | **Indicative outcomes**  |
| Capital grants to enable people to develop volunteering and social action projects locally. | Number of organisations receiving grantsNumber of local events or activities supportedNumber of projects supported | Improved engagement numbers Volunteering numbers as a result of support |

**Example Projects**

• purchasing equipment

• improvements to premises to enable local volunteering groups such as youth charities, carers groups or support groups.

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| **Creation of and improvements to local rural green spaces** | **Indicative outputs**  | **Indicative outcomes**  |
| Capital grants to establish or enhance rural green and blue infrastructure including: • community gardens • green spaces• watercourses and embankments | Amount of rehabilitated land or premises Square metres (m2) of land made wheelchair accessible or step freeAmount of public realm created or improvedNumber of facilities supported or created Amount of green or blue space created or improved (m2) | Increased footfall Increased visitor numbers Increased use of cycleways or paths Jobs createdImproved perception of facilities or amenities Increased users of facilities or amenities Improved perceived or experienced accessibility |

**Example Projects**

• community gardens

• green spaces

• watercourses and embankments

• greening of streets and paths

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| **Appendix 2 Please see website for guidance** |  |  |  |
| Please complete the following realistically. |  |  |  |
|   |   |   |  |
| **Outputs & Outcomes** |   |   |  |
| Please refer to Appendix 1 |   |   |  |
|   | Present | After REPF funding | Please give some additional information to explain the increase. |
|   |   |   |  |
| No of events held |   |   |  |
| No of visitors/users |   |   |  |
| No of volunteers |   |   |  |
| m2 of increased community space |   |   |  |
| m2 of improved community space |   |   |  |
| No of trees planted |   |   |  |
| income from hall hire |   |   |  |
| carbon reduction initiatives in place |   |   |  |
| Energy bills costs reduction |   |   |  |
| No of EV charging points |   |   |  |
|   |   |   |  |
| Other outputs that may apply  |   |   |  |
|   |   |   |  |
|  |   |   |  |
|  |   |   |  |
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