



## Uttlesford Community Housing Fund Criteria for Community Housing Fund Small Grant Allocation

The Council has been allocated monies from the Government's Community Housing Fund. This Fund was established to help local authorities who are in the greatest need of affordable housing due to high land values and numbers of second homes. The money received by Uttlesford District Council enables the council to offer technical support and guidance for community groups who wish to consider providing affordable housing through models under the umbrella term of 'community led housing'.

The council will use £25,000 of this grant funding to allocate small grants to emerging groups who wish to deliver affordable housing in the district for the benefit of local people. Grants of up to £500 per stage will be available to each group to enable them to engage professional advice to facilitate their progress through the key stages of delivering a community led housing project. Stage 1 being the scoping out of ideas, Stage 2 designing the model to be used and Stage 3 legal incorporation and funding. Suggestions on what these stages may look like are given below:-

- **Stage 1 - The scoping stage** involves thinking about what it is that you wish to achieve through your CLT scheme. The scoping day can be a workshop type event that discusses questions such as, who, when, why, what and how of your project. It is designed to help you make decisions and to come up with a solid idea and a plan to bring it to fruition.
- **Stage 2 - The design stage** is for groups who have a good idea about what form of community led housing model they wish to use to meet their aims. This stage focuses on how to move those aims towards a solid plan, bringing together members of your steering group to consider issues like a business plan and possible sites.
- **Stage 3 - The incorporation stage** takes the steering group through the legal incorporation process, helps them design the scheme in consultation with the community, including the drawing up a business plan and meeting with architects or planning agents to take their scheme to planning permission

A final grant of up to £500 will be available to enable projects to progress further if a sound business case is provided. The maximum grant available to any one group is £2,000.

Access to the grant funding will be way of completing an application form. Applications will be assessed on the following criteria:-

- Relevance
- Evidence of local community support
- Evidence of how the grant will be used
- Expected outcomes
- Realistic timescales
- Evidence of properly constituted banking facilities to receive grant allocation

A decision on whether a grant application has been approved will be made within one month of receipt of a completed grant application form. Grants will be approved by the Director for Public Services in consultation with the Council's Housing Portfolio Holder.