



Ministry of Housing,  
Communities &  
Local Government

# Community Cohesion and Resilience Fund 2025

## INFORMATION PACK

If you have any questions about the Community Cohesion and Resilience Fund, please contact the Community Development Officer below:

Contact Officer:

Name: Rebecca Dunroe (Community Development Officer)

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## What is the Community Cohesion and Resilience Fund for?

Ministry of Housing, Communities & Local Government (MHCLG) has secured £2.5m through the Integrated Security Fund (ISF), a cross governmental fund seeking to address high priority security threats, both domestic and international. The funding made available through this Programme will be issued under section 31 of the Local Government Finance Act 2003.

Dover District Council has been awarded £57k to fund projects within the district and will be granted to successful applicants by 1<sup>st</sup> April 2025.

The fund will support projects that deliver outcomes in at least one of the following four themes:

- Brings communities together to improve cohesion and reduce divisions in places facing the worst extremism challenges.
- Improves the capability of places to tackle the extremist narratives and ideologies that are driving our communities apart.
- Improves local partnership approaches to supporting community resilience by funding projects to strengthen 'bridging' social capital in at-risk places.
- Improves the capability of places to respond to periods of community tensions through initiatives that strengthen community connections, promote unity and shared values.

## Who can apply?

Applications are welcomed from community organisations and groups who are based within the Dover District, this includes:

- Registered Charities
- Charitable Incorporated Organisations (CIO)
- Community Interest Companies (CIC)
- Social Enterprises
- Constituted Voluntary/Community groups
- Constituted Sports Clubs/groups
- Constituted Youth Clubs/groups
- Constituted Church/Faith groups
- Constituted School related groups e.g. PTFA's (only extra-curricular activities outside of normal school hours will be accepted).

The following types of organisations are **not** eligible to apply:

- Registered or for-profit business organisations
- Individuals (for example, for personal sponsorship)
- Political Parties or Political Groups
- District, County, Town or Parish Councillors
- Groups seeking donations towards general appeals
- Organisations in receipt of a Public Precept, such as Town and Parish Councils

## How much can we ask for?

You can apply for a grant of between £5,000 and £10,000.

Applications requesting a higher amount may be considered if a need is evidenced within the application form.

## What kinds of activities will be funded?

The Community Cohesion and Resilience Fund will support projects that meet the objectives and themes outlined above.

Examples of projects that may be considered and listed below:

### Bringing Communities Together

- Bring people together from different groups, including those of different faiths, around a shared goal/objective, such as volunteering, befriending or mentoring schemes.
- Connect school pupils from different backgrounds in safe spaces.
- Activities that bring different parts of the community together to listen, share and interact e.g. events/workshops where individuals can hear directly from people who are 'different' from them e.g. refugees directly sharing their experiences.
- Inter-community projects aimed at connecting people of different backgrounds and improving community connections, for example activities that support mental health through gardening, art, singing or sports projects.
- Projects which build communication pathways between communities that promote ongoing dialogue and a shared identity, for example sessions providing English Language provision or improving English language skills.
- Projects which help address broader public realm issues, such as graffiti, and bring different people together to improve their local communities and/or environments.
- Projects which increase personal confidence interacting with others or build trust in others.
- Capacity/capability training delivered that enables communities to build networks and deliver projects/ activities that foster greater cohesion.
- Products introduced that enable local communities to address key community cohesion issues.

### Raising Community Awareness and Support

- Raise awareness of extremist narratives and promote moderate/healthy narratives across different groups.
- Bespoke workshops to youth to build resilience to extremist ideologies.
- Support to counter or strengthen resilience to mis/disinformation and prevent false and harmful narratives spreading.

- Social media focused ‘critical thinking’ lessons in schools to equip young people to navigate challenges around different points of view.
- Projects that facilitate dialogue on emotive subjects, for example support for schools around how to have challenging conversations and listening to different points of view.
- Events, workshops or campaign activities to educate on what constitutes a hate crime.
- Support individuals to report hate crime, including those focused on particularly vulnerable groups, such as women.
- Activities in schools/universities to address tension, unrest, linked to hatred and intolerance.
- Guidance to teachers on how to de-escalate tensions and respond neutrally to concerns.
- Deliver training courses to provide teachers with confidence and skills to address extremist-related topics.
- Products to combat dissemination of harmful narratives.
- Campaign activities to educate on what constitutes a hate crime.

Applicants are expected to provide accurate costs (to the penny) within the costs section. DDC reserves the right to request evidence to support the accuracy of the project costs outlined in your application to ensure the project meets the eligibility criteria.

Do not include any non-specific items in your project costs, such as “expenses”, “contingency costs” or “miscellaneous”.

## What is an eligible cost?

### **Direct Costs:**

All eligible non staffing costs which directly relate to the delivery of the project. These may include:

- Premises costs and associated running costs which are exclusively used for the project – costs that are not shared or apportioned across multiple projects or other activities of the organisation.
- Equipment used exclusively for project purposes.
- Materials and consumables purchased solely for project activity.
- Other costs such as marketing, publicity, and evaluation where these can be clearly identified and directly attributable to the project.
- Procured goods/services/works (used exclusively by the project) essential for the delivery of project activity.
- Cost of business trips, other travel, and subsistence required for project activity.

### **Direct Staff Costs:**

The salaries and on costs for those staff delivering the project or engaged in activity directly related to the implementation and management of the project.

## What is an ineligible cost?

The following costs are excluded as eligible expenditure:

- Expenditure covered by any other projects.
- Any costs incurred before and after the project period.
- Paying for lobbying, entertaining, petitioning or challenging decisions, which means using the fund to lobby (via an external firm or in-house staff) in order to undertake activities intended to influence or attempt to influence Parliament, government or political activity including the receipt of UKSPF funding; or attempting to influence legislative or regulatory action
- Payments for activities of a party political or exclusively religious nature
- VAT reclaimable from HMRC
- Gifts, or payments for gifts or donations
- Statutory fines, criminal fines or penalties
- Payments for works or activities which the lead local authority, project deliverer, end beneficiary, or any member of their partnership has a statutory duty to undertake, or that are fully funded by other sources
- Contingencies and contingent liabilities
- Dividends
- Bad debts, costs resulting from the deferral of payments to creditors, or winding up a company.
- Expenses in respect of litigation, unfair dismissal or other compensation
- Costs incurred by individuals in setting up and contributing towards private pension schemes.
- Profit

## Project monitoring

If successful, once you have received your grant and your project begins, you will be expected to report on project progress, milestones, and issues, along with any support needed.

All funds must be spent and your project completed within 6 months.

You will be required to submit a monitoring form which will be sent to you detailing the achievement of Outputs and Outcomes\*.

You will be expected to make DDC aware of any key risks / challenges relating to your project delivery.

You must keep accurate and comprehensive records and provide the Council on request with copies of those records and evidence of eligible expenditure of the grant such as original receipts and bank statements and such other information reasonably requested.

## Outputs & Outcomes

\* Outputs and Outcomes set by MHCLG need to be met as shown in the table below:

### Outcome - Community Connections

<b>Outcome Indicator 1.1</b>	Percentage of people supported have an improved sense of belonging to their local area (disaggregated by gender).
<b>Outcome Indicator 1.2</b>	Percentage of people supported have an improved perception that in the local area people from different backgrounds can get on well together (disaggregated by gender).
<b>Outcome Indicator 1.3</b>	Percentage of people supported have an improved trust in their fellow local residents (disaggregated by gender).
<b>Output Indicator 1.4</b>	Number of people engaged in community projects/ activities that help to foster greater cohesion (disaggregated by gender).
<b>Output Indicator 1.5</b>	Number of products commissioned to build community capacity & raise awareness of community cohesion.
<b>Output Indicator 1.6</b>	Number of people undertaking training to build community capacity & raise awareness of community cohesion (disaggregated by gender).

### Outcome - Awareness of Extremism and Hate Crime

<b>Outcome Indicator 2.1</b>	Percentage of people supported have an increased awareness of extremist narratives and greater understanding of what to do when coming in contact with extremist perspectives (disaggregated by gender).
<b>Outcome Indicator 2.2</b>	Percentage of people supported have an increased awareness of hate crime and related support (disaggregated by gender).
<b>Output Indicator 2.3</b>	Number of people undertaking training to improve awareness of a) countering extremism b) hate crime and related support (disaggregated by gender).
<b>Output Indicator 2.4</b>	Excluding training, number of people engaged to raise their awareness of a) extremist narratives and what to do when coming in contact with extremist perspectives b) hate crime & related support (disaggregated by gender).
<b>Output Indicator 2.5</b>	Number of products commissioned to improve awareness of a) countering extremism b) hate crime.

## How does it work?

Stages	Description
Step 1	<p>Upon the closure of the application process, DDC Officers will check that the applications submitted meet the criteria and are eligible to go forward to the next stage.</p> <p>You may be contacted for further supporting information during this time.</p>
Step 2	<p>The Grants Appraisal Panel will meet to score the applications. Formal offer emails will be sent out to successful applicants. Unsuccessful applicants will also be advised via email.</p>
Step 3	<p>The grant will be paid directly to your group/organisation's bank account by BACS transfer. <b>You will not be paid by cheque.</b></p> <p>It is your responsibility to ensure your bank can accept the BACs transfer. DDC will aim to pay the grant by 1<sup>st</sup> April 2025.</p>
Step 4	<p>If you receive a grant, you will be required to complete and return a monitoring form. A monitoring form will be sent out to you after you have been paid. The completed form will need to show how you have spent the grant and how it has achieved its purpose. You will need to show evidence of payment (i.e. receipts).</p> <p>Projects should be completed in 6 months (by October 1<sup>st</sup> 2025). Monitoring Forms must be completed and returned in 2 months (by December 1<sup>st</sup> 2025).</p>
Step 5	<p>DDC will publicise all successful projects using their website and social media platforms. As a condition of the grant, DDC would expect you to publicise your project and the source of funding.</p> <p>Please let us know of any publicity or events you have planned.</p>

## Additional Documentation

When applying to the Community Impact Fund, you will be asked to provide an up-to-date **bank statement** and a valid **constitution**, all in the same name as the applicant.

### 1. Bank Statement

An up-to-date Bank Statement is required to provide evidence that the group/organisation in question, is eligible to receive funding. Information provided on the Bank Statement will also be used to cross examine questions within the application form (for example financial reserves).

## 2. Constitution

A valid constitution is required, as it sets out the rules and aims of your group/organisation and provides evidence that the group/organisation is active.

What is a constitution, and why should we have one?

1. Constitutions help people understand what your group/organisation is trying to do and will prevent confusion and/or conflict. It will also help to ensure that your aims and activities have a clear focus (and are therefore more likely to succeed).
2. Constitutions serve as a reference, helping to resolve any problems that may arise regarding which activities group members should be prioritising
3. Constitutions help raise the likelihood of receiving funding from other potential funders, as it proves the group/organisation is both democratic and accountable. Your Constitution should provide everyone with a clear procedure by which decisions are made.

### For more information on drafting a constitution...

Please visit: <https://www.dover.gov.uk/Community/Grants-Funding/Community-Grants-Scheme/Your-Constitution.aspx>

To download a draft constitution, please visit: <https://www.dover.gov.uk/Community/Community-Groups/PDF/Constitutionsample.pdf>



## What are the legal and other requirements?

You can use the below information to understand what DDC will expect of your organisation in terms of meeting the various legal and other requirements.

- If your project is awarded a grant, **you** must make sure that you, your organisation and all your volunteers follow relevant Health and Safety legislation when you/they carry out the work.
- You must consider **national legislation** on equal opportunities, disability, access, safeguarding children and vulnerable adults etc. For example, do you have sufficient policies in place regarding these and/or will you need to arrange DBS Checks.
- **If your project involves land or buildings.** You must own or have secure tenure of any land or property involved in your project. If you are using someone else's land or buildings, you must be able to supply proper written authority from them for you to carry out the project.
- If your project requires **planning permission**, you will be entirely responsible for obtaining this. We expect that you obtain this before making your grant application. If planning permission is not in place (or is subsequently refused) and your project cannot then go ahead, your application will become ineligible. You must tell your DDC Community Development Officer as soon as possible.

### Please Note

DDC is not responsible for ensuring that your project meets these requirements.

However, we may request that you provide evidence of any such arrangements in support of your application. If you are not able to supply evidence when asked, or it is deemed insufficient, your application is unlikely to progress to the next stage.

If you are unsure about whether your project needs to consider any of the above, please contact your Community Development Officer using the contact details provided on the front page.

## Terms & Conditions

Our application criteria are designed to make the application process as fair as possible. Please read and follow the criteria below to ensure that your application has the best chance of success.

1. Each organisation may only make one application to the Community Cohesion and Resilience Fund.
2. If successful, the grant can only be used for the purposes specified in the application.
3. The applicant/organisation must have an agreed and signed Constitution.
4. The applicant/organisation must provide a recent Bank Statement.
5. The bank account details must be up to date and current, and the bank must be able to accept a grant paid using a BACS payment.
6. The bank account must have at least 2 signatories, who are current members of the organisation, and the names must match those given where required in the application form.
7. The project, its activities and volunteers must comply with all relevant legislation.
8. The applicant must have already secured any permissions required for the project to take place. These must be secured before the application is submitted (for example, any planning permission and/or written consent of landlords or landowners etc.). DDC reserve the right to request evidence of this where necessary.
9. The fund cannot be used to fund projects which have already been completed or any costs you have already incurred (or will incur) before a grant is paid out by DDC.
10. Your organisation/group has not received and will not receive funding from another source for the costs Dover District Council has been asked to fund in the application.
11. The organisation is based (i.e. the address located) within the Dover District. Or the community that the project will benefit is located within the Dover District.
12. Applications must be submitted online, through the Community Cohesion and Resilience Fund Application Form.
13. All the questions in the application form are completed clearly and fully, including the submission of any required supporting information.
14. The information provided in this application is true and correct.
15. If, for any reason, your project fails or cannot proceed after we have paid you a grant, you must tell your DDC Community Development Officer immediately.
16. If there are any major changes to your project, you must notify your DDC Community Development Officer immediately.
17. Applicants agree to comply with any monitoring requirements and/or visits by an authorised representative of Dover District Council to check project progress and/or upon completion of the project.
18. Your organisation/group accepts that DDC may use any photographic or video records of the activities, unless you have sought written agreement with DDC not to do this.



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19. The funding awarded for the project detailed in this application must be spent within 6 months of grant allocation.
20. Dover District Council reserves the right at any time to recoup part, or all, of the grant amount if it is not spent as specified, or as agreed otherwise with Dover District Council.
21. Grants will be made in accordance with the eligibility criteria for the Dover District Council Community Cohesion and Resilience Fund, and with the Council's Equality and Diversity Policy Statement.