



Neighbourhood Planning Sources of Funding and Support

Information Classification: CONTROLLED



The Ministry of Housing, Communities and Local Government has allocated over £30m between 2018 – 2022 to extend the support to help communities develop neighbourhood development plans and neighbourhood development orders. Locality will continue to deliver the Neighbourhood Planning Support Programme over the next four years to support neighbourhood planning groups through a tailored package of support. This guidance note provides neighbourhood planning groups with information on grants and technical support to progress their plans.

Locality can provide a grant and/or technical support through professional assistance and advice for groups developing neighbourhood plans. The eligible criteria differs from previous neighbourhood planning support programmes so it is essential that you check the Neighbourhood Planning Support website www.neighbourhoodplanning.org for the most up to date information to see what support you are eligible to apply for.

The programme will provide support to groups through the following:

- Basic grant of up to £10,000 (previously £9,000)
- Additional grants for eligible groups with an extra £8,000
- Technical support through expert partners AECOM and other specialists
- Affordable Housing for Sale Grant Funding

Basic grant

All groups writing a neighbourhood plan or a neighbourhood development order are eligible to apply for up to £10,000 in grant funding. If you received a grant from the 2015 – 2018 funding programme, the amount of this grant will be taken in to account. From 26th May 2020, the Basic Grant allowance for the 2018-22 programme has increased to £10,000 to support groups to continue neighbourhood planning during coronavirus.

This is because many groups are incurring additional costs to progress with their neighbourhood plans at this time. For example, the need for new virtual platforms to hold meetings, or increased printing and postage costs to consult with the local community. You will need to continue to adhere to the [Government's advice on neighbourhood planning during coronavirus](#).

Accessing this increased Basic Grant allowance will not be subject to any additional criteria and you will not be asked to justify why additional funding is needed as part of your application.

The grant can be used by groups to fund the development of their neighbourhood plans such as training sessions, help with developing the evidence base, carrying out housing a housing survey and developing a website. The grant cannot be used towards administration costs, funding salaries, paying for volunteer time, purchasing capital items such as a laptop and for purchasing Personal Protection Equipment (PPE).

If you are updating a neighbourhood plan that has already been 'made' by Cornwall Council or any other Local Planning Authority, then you are eligible to apply for the full grant amount and any support received in making your previous plan is not taken into account.

Each application should be for an amount between £1,000 - £10,000. All grant funding needs to be spent within 12 months or by the end of the financial year by 31st March 2021. Any grant unspent by this date will need to be returned.



Additional grants

If you are eligible for an additional grant, you can apply for further funding of up to £8,000 giving a maximum total amount of £18,000. The process for applying for this additional funding is exactly the same as for the basic grant. The decision to award the additional grant may be subject to approval by the Ministry of Housing, Communities and Local Government. Any grant support you have received since 2015 will be taken into account when assessing how much grant you can apply for.

Technical Support

Groups facing complex issues during the development of their plan are able to apply for a range of technical support packages provided by AECOM. Technical support is available to groups in any of the following circumstances:

- Allocating sites for housing in your neighbourhood plan
- Proposing to include design codes in your neighbourhood Plan
- Preparing a Neighbourhood Development Order
- Groups wishing to bring forward affordable housing for sale

The support available reflects the most common needs of groups preparing a Neighbourhood Development Plan or Neighbourhood Development Order and the support can help towards the following:

- Housing needs assessment
- Site options assessment
- Strategic environmental assessment
- Evidence base and policy development
- Design
- Habitat regulations assessment
- Master planning
- Plan health check

Affordable Housing for Sale Grant Funding

This element to the programme was run as a pilot in 2019-20, and will continue to be available during 2020-21. If you are wishing to bring forward affordable housing for sale you may be eligible for further grant funding of up to £10,000 to help develop these ideas. To be eligible for the grant are you:

- Seeking to allocate sites for affordable housing for sale
- At an early stage and not yet sure if you are allocating sites for housing but are considering bringing forward affordable housing for sale and are investigating the need by undertaking a housing needs assessments and other relevant studies

You can still be able to apply for technical support and the basic grant fund. If you are interested in applying we would recommend that you talk to the Council's Neighbourhood Planning Team before submitting an expression of interest form. We can provide you with advice on what you can apply for and we are working with the Council's Affordable Housing Team to look at the different options to consider when applying to the grant fund.

How does my group apply for the different grant funds available?

Initially, your group should complete an Expression of Interest form on the Neighbourhood Planning Support website: <https://neighbourhoodplanning.org/apply/>



You will need to complete a form if you want to apply to any of the grant funds from Locality. Following submitting this, you will be emailed a link to apply for your grant. The link will only last 15 days, so make sure you're ready to submit your application within this time. Once you've submitted your grant application, Locality will assess whether your application is successful within 15 working days providing all the information has been submitted.

What happens if our grant application is successful?

If you're successful, Groundwork UK (one of the sub-consultants helping deliver Government support) will become your point of contact for grant expenditure queries and reporting. They will email you the detailed terms and conditions, request relevant documentation to allow them to pay the funds into a bank account your group can access, and assist you in meeting their monitoring and due-diligence requirements.

Other grants available

Some communities, including the Porthleven Neighbourhood Planning Group, have successfully applied to the **Big Lottery Fund's Awards for All Programme**. Grants of between £300 and £10,000 are available, and can be useful for supplementing the development of your Neighbourhood Plan. These grants can cover event and capital costs, but your application will be assessed along with applications received from organisations for village hall refurbishments and other projects – as the grants cover such a large scope. Applications can be submitted at any time. More information is available here: <https://www.biglotteryfund.org.uk/funding/programmes/national-lottery-awards-for-all-england>

Neighbourhood planning groups can apply to the **Cornwall Councillor Community Grants Scheme** for a grant to cover room hire, questionnaire printing costs or equipment to help develop their plan. Grants range between a minimum of £100 and a maximum of £1,000. More details are available from the Communities and Devolution team. Please see individual [community network pages](#) for details.

Groups are advised to consult their local Cornwall Councillor in the first instance to ensure an application would be supported and adequate funds are available. You can find out who the Cornwall Councillor is for your area by going to the <http://www.cornwall.gov.uk/my-area/>.

You can search for other sources of funding using the **Funding Central database**. It is free to use and you just need to register. Please see the Council's Grants Advice Service webpage for further details <https://www.cornwall.gov.uk/community-and-living/grants-advice-service/>

Further information

The My Community Website, run by Locality, has become a one-stop-shop for inspiration, information, advice and peer support for anyone wanting to take action to support their local community and change where they live for the better. Further information can be found here <https://neighbourhoodplanning.org/>

If you're a Town or Parish Council wanting to understand how VAT can be recoverable, please see: <https://www.gov.uk/government/publications/vat-notice-749-local-authorities-and-similar-bodies>