

## Poole CIL Neighbourhood Portion (CNP)

### Bid Application Guidance Note

#### 1.0 Introduction

- 1.1 This guidance note provides further information to assist communities seeking to make a bid to access the Poole Community Infrastructure Levy (CIL) Neighbourhood Portion fund. It explains the level of information that is required to support a bid and general advice on how to correctly complete the bid form and how bids will be assessed.

#### **What is CIL?**

- 1.2 The Community Infrastructure Levy (CIL) is a planning charge that local authorities in England and Wales can require of most types of new development in their area (based on £s per square metre) in order to pay for the infrastructure needed to support development. CIL charges are based on the size, type and location of the proposed new development. Poole introduced CIL in January 2013.
- 1.3 CIL can be spent on both capital projects and revenue projects, such as the maintenance of infrastructure. CIL cannot be spent on addressing current deficits in infrastructure provision unless those deficits are made worse by new development in the area.

#### **What is the CIL Neighbourhood Portion?**

- 1.4 The CIL Regulations places a duty on charging authorities to allocate at least 15% (up to a cap of £100 per existing council tax dwelling) of CIL receipts to spend on priorities that should be agreed with the local community in areas where development is taking place. This is known as the CIL neighbourhood portion (CNP).
- 1.5 Where a community adopts a Neighbourhood Plan the neighbourhood portion increases to 25% of CIL collected in the plan area. In Poole there are currently two Neighbourhood Forums; Poole Quays (which also have a Neighbourhood Plan in place) and Broadstone.
- 1.6 BCP Council ensures that the relevant Neighbourhood Portion % (either 15% or 25% where a Neighbourhood Plan is in place) is ring-fenced for use in the established forum areas and liaises direct with those communities as to how their CIL monies will be spent.
- 1.7 BCP Council also ring-fences 15% of CIL from the rest of Poole (i.e. those areas not covered by a Neighbourhood Forum) to be used for CNP projects. This guidance note explains the procedure for how communities (outside of Neighbourhood Forum areas) can bid for and access the rest of Poole CNP to help deliver projects in their areas. **Therefore, and for the avoidance of doubt the process and guidance set out in this document relates only to**

**the 15% of CIL collected from the rest of Poole only i.e. those parts of Poole not covered by a Neighbourhood Forum.** Please refer to the Poole CIL Neighbourhood Portion Map on BCP Council's Poole CNP webpage to check if your proposed project is eligible to be submitted through this route.

### **What can the CIL Neighbourhood Portion be spent on?**

- 1.8 The CIL Regulations states that the charging authority (BCP Council) may use the neighbourhood portion of CIL, or cause it to be used, to support the development of the relevant area by funding:-
- a) The provision, improvement, replacement, operation or maintenance of infrastructure; or
  - b) Anything else that is concerned with addressing the demands that development places on an area.
- 1.9 National CIL guidance makes it clear that the charging authority should engage with the local communities where the development has taken place and agree with them how best to spend the neighbourhood funding. The guidance also emphasises the importance of the neighbourhood portion being used to deliver the infrastructure needs of the area in which the chargeable development has taken place.
- 1.10 CIL can be spent on a wide range of infrastructure, including transport, flood defences, schools, hospitals and other health and social care facilities. Neighbourhood funding can be spent a wider range of facilities, such as affordable housing and facilities including play areas, parks and green spaces, cultural and sports facilities, academies and free schools, district heating systems, police stations and other community safety facilities.

### **The Bidding Process for the CIL Neighbourhood Portion**

- 1.11 BCP Council has set up a Councillor Working Party to advise how the CNP should be spent in Poole (for those areas not covered by Neighbourhood Forums).
- 1.12 BCP Council's process is that community groups seeking to access Poole's CNP funds to deliver a localised infrastructure project will need to make a bid for the monies to BCP Council. The Working Party then reviews the bids and makes recommendations on which projects should be awarded funding based on an assessment of community and cost benefit and overall feasibility. Following the Working Party's recommendations, the final decision on whether monies should be awarded will be made by the Growth and Infrastructure Service Director or where necessary by Cabinet.
- 1.13 The process for accessing the Poole CNP is explained further as follows:

**Stage 1 – Bid Preparation:** Applicants are advised to liaise with their local Ward Councillors and local community in respect of their projects before

submitting bids to ensure that there is likely to be support for the project. Applicants are also strongly encouraged to discuss their projects with the relevant Council department before submitting a bid. In addition to talking with Councillors, the community and Council Officers, applicants will need to develop their bid in terms of obtaining sufficient information on cost, timescale and delivery partners to demonstrate to BCP Council that the proposed projects are deliverable.

**Stage 2 – Bid Submission:** The applicant then submits the bid for funding on the bid application form before the bid submission deadline as advertised on the website. BCP Council will periodically review the amount of Poole CNP funds available to determine the frequency of future bidding rounds.

**Stage 3 – Working Party Review:** Within 1 month following the end of the bid submission deadline, BCP Council's Poole CNP Working Group will meet to review bids and make recommendations on allocating the money.

**Stage 4 – Decision made on allocation of funds:** The final decision on the allocation of funds is made by the Growth and Infrastructure Service Director where within delegated powers. This decision will be made within 1 month of the Working Party meeting where possible. Decisions on larger awards of monies beyond the Growth and Infrastructure Service Director's delegated powers will be made by BCP Council's Cabinet. BCP Council will contact successful bidders within 1 month of a decision with details on the next steps and how to take the project forward.

**Stage 5 – Project Implementation:** Following a successful Stage 4 decision, BCP Council will then work with the applicant to deliver the project and facilitate the release of funds. In all cases BCP Council will fund projects and release monies in accordance with its financial, procurement and legal rules and regulations as well as within an agreed timeframe.

- 1.14 This process will be reviewed on an annual basis to consider its ongoing effectiveness for distributing Poole CNP monies. The remainder of this guidance note sets out further information for filling in the form and the type of information BCP Council expect to assist with the assessment process.

## **2.0 The Bid Form**

- 2.1 This section explains further how applicants should fill out the form. Should you need further advice or information before making a bid please contact the CIL funding inbox at [cilfunding@bcpcouncil.gov.uk](mailto:cilfunding@bcpcouncil.gov.uk) and a member of the team will be in touch to assist you.

## **Section 1 – Applicant Details**

### **Title**

- 2.3 Please provide the appropriate title i.e. Mr, Mrs, Miss, Dr, Cllr etc.

### **Contact Name**

- 2.4 It is important BCP Council has a contact name in order to discuss the bid in further detail as necessary. Please provide both a forename and surname.

### **Community group / organisation**

- 2.5 Where the bid is submitted from a community group, business or another organisation it is important for BCP Council to have these details provided. Please provide the company or organisation details in full.
- 2.6 The Poole CNP is aimed at delivering benefits to local communities. The applications should therefore be submitted from groups or individuals representing community interests and not direct from Council departments.
- 2.7 There may, however, be instances where a Council department and a local community group have shared support on a project that could benefit from Poole CNP funding. BCP Council departments can therefore work jointly with communities to support bids in these instances but the bid itself must be demonstrably community-led and submitted from an individual or organisation representing the community.

### **Legal Status**

- 2.8 Applicants, where applicable, should provide details of any legal status they have, for example, Charitable Incorporated Organisation, Charitable Trust or Foundation, Community Association or Group, Community Interest Company, Community or Parish Council, Housing Association or Registered Social Landlord, Registered Charity, Research Institution, School, Social Enterprise, Sports or Cultural Organisation, Voluntary and Community Organisation, Limited Company, Sole trader, Museum, etc. Where applicable, applicants should also provide a copy of their constitution.

### **Address**

- 2.9 Please provide an address for BCP Council to contact the applicant in relation to the bid.

### **Contact Phone Number**

- 2.10 Please provide a phone number for BCP Council to contact the applicant in relation to the bid.

### **Contact Email Address**

- 2.11 Please provide an Email address for BCP Council to contact the applicant in relation to the bid.

## **Bid Form Section 2 – Project partner organisations or groups involved in the project delivery**

- 2.12 Please provide details of any project partner organisations or groups that will be involved in the project delivery. This is to help BCP Council understand both the level of support for the project but also the key stakeholders involved with delivery.
- 2.13 The application will also need to make clear if the grant will be shared with any partner organisations or other groups involved in delivery. BCP Council will need to know this information at the application assessment stage so it is clear which parties should be involved in any funding agreements.

## **Bid Form Section 3 – Project Details**

### **Site address / location**

- 2.14 Please clearly provide details of the location of the project. BCP Council requires submission of a location plan that clearly shows where the project will be located.
- 2.15 With reference to paragraphs 1.5 to 1.7 only applicants proposing sites / areas not covered by a Neighbourhood Forum can submit this application form to help deliver projects in their areas.

### **Description of scheme**

- 2.16 Please provide a succinct overview of the project that requires Poole CNP funding in less than 150 words.
- 2.17 BCP Council encourages the submission of additional information that shows further what the project entails. This could include drawings, photos or brochures to help explain the project further.
- 2.18 Applicants should also make clear here (and throughout their submission) whether the bid is a one-off or is likely to be the start of a series of bids. For example, a group may want an initial sum of money awarded to first explore feasibility for a project. Should the feasibility stage determine that a proposed scheme will work then a second bid might be submitted to then secure funds to deliver the project. Alternatively, an applicant may choose to submit a full end to end bid covering feasibility through to delivery. It is for the applicant to choose what they want to bid for but it must be made clear whether it is a one-off bid or the start of a process / series of future bids.

**Briefly describe how the scheme will support and benefit the development of your local area by funding either: a) the provision, improvement, replacement, operation or maintenance of infrastructure; or b) anything else that is concerned with addressing the demands that development places on an area.**

- 2.19 Poole CNP is aimed at addressing local community needs and delivering benefits. Applicants will need to clearly set out how the project will support the local area in accordance with (a) or (b) above. Applicants are expected, in particular, to clearly explain the benefits to the local community that delivery of the project would bring.

**Will the project provide Poole-wide community benefits? If any, please explain**

- 2.20 It is recognised that the majority of Poole CNP projects will have local (i.e. ward level) benefit rather than Poole-wide. However, there may be some Poole CNP projects that go beyond just the local benefit and have potential to deliver benefits to a wider section of Poole's community.
- 2.21 BCP Council would therefore like to give bidders the opportunity to explain further how a project will deliver wider benefits than just the immediate community area.
- 2.22 In terms of explaining what the wider benefits of the project are, applicants are encouraged to demonstrate how their project relates to BCP Council's Corporate Strategy and wider strategies, plans and policies, as well as relevant framework documents of other Poole-based public-sector organisation such as Poole NHS, Dorset CCG, Police, Fire, etc.

**Please confirm, where relevant, how the project will support / not conflict with other Council strategic priorities and decisions.**

- 2.23 It is important that the Poole CNP projects support and do not conflict with the overall objectives of BCP Council. Applicants are encouraged where possible to confirm that their proposals will not conflict with Council priorities, policies and decisions. Following receipt of a bid, Council officers will also undertake an initial assessment of each bid that will look at this matter carefully.

**Bid Form Section 4 – Community Support**

**Is this proposal supported by local Ward Councillors representing the area where the project will be located? If yes, please provide confirmation below.**

- 2.24 BCP Council aims to allocate money to those projects that have clear community support. Before making a bid, applicants (if not Ward Councillors themselves) are strongly encouraged to speak with their local Ward Councillors and get their support for the project. Where Ward Councillor support has been given please list the Councillor names on the form and provide any supporting evidence (e.g. letter or email confirming support).
- 2.25 Ideally all Councillors representing the Ward where the project will be located would support the project. There will be either two or three Ward Councillors for applicants to contact in each case and discuss their projects. Where full Ward Councillor support is not possible BCP Council will still consider bids

with some, but not all, Ward Councillor support but will reflect this during the assessment process.

- 2.26 Clearly where there is no Ward Councillor support for the project, this will count against the bid in the assessment process and will score less than other bids that do have such support.

**In addition to any Ward Councillor support, please provide confirmation of other local community support for the project.**

- 2.27 In addition to Ward Councillors, BCP Council strongly encourages bids to be supported by the local community that will benefit from the project.
- 2.28 Where this can be evidenced please provide this with the bid form. For example, a letter from the local resident's association, petitions in support, social media polls (e.g. Facebook) etc. will all be useful information to demonstrate the level of local support for the project.

### **Bid Form Section 5 – Project Cost**

#### **Total cost of project and budget lines**

- 2.29 It is important for BCP Council to understand the total costs involved with delivering a project. The form requires applicants to provide the following information:
- **The total (gross) cost of the project:** Please provide, as far as is known, the total gross cost of the project (including VAT). **Please also let us know if you are VAT registered.** The total cost of the project will not necessarily be the same as the amount of Poole CNP required as the project may be part funded from other sources. This information is to help BCP Council determine the various costs involved as well as the extent of Poole CNP needed to deliver the project. The form requests cost breakdown and details of any other funding secured to be provided.
  - **Cost breakdown:** If it is expected that CIL will be required to fund more than just the physical aspects of the project i.e. it will be used for design work, feasibility, future maintenance and so forth, then this must be made clear when completing the bid form by setting out a clear cost breakdown (include VAT on all costs where applicable). This is important so BCP Council can understand the total amount of Poole CNP required to deliver the project. A full cost breakdown will usually include cost information on;
    - feasibility;
    - project management;
    - construction / building work;
    - salaries (plus employer national insurance and pension contributions);
    - marketing;
    - equipment hire;

- overheads;
  - maintenance; and
  - any other costs required to deliver the project.
- 2.30 Where possible please provide evidence of quotations to confirm the accuracy of the proposed project costs.
- 2.31 BCP Council recognises that some projects will need to provide less information than others due to different complexities. It is for the applicant to provide the appropriate level of cost information that they consider is required in each case.
- 2.32 BCP Council also recognises that some applicants will want to bid in different stages or for different components. For example, an applicant may only want to bid for feasibility as a first stage to explore whether a potential project is deliverable before coming back with a more worked up cost schedule. It is for applicants to choose how they want to bid but in each case, they will still need to clearly set out in the overall bid the potential community benefits the project, if feasible, would have.
- **Details of any additional funding secured:** Please also provide details of any grant / match funding already or expected to be secured to help meet some of the costs identified. Where alternative funding has been secured please provide as much evidence as possible i.e. award confirmation letter etc.
- 2.33 Please note that BCP Council may want to contact applicants before the assessment stage to clarify any of the information provided on the form, including costs. This is to ensure that as much information is provided for when the Working Party undertake the assessment of each bid.

#### **Total CIL funds sought**

- 2.34 Please provide how much CIL is being sought to help deliver the project. This could be either the same as the total project cost (see paragraphs 2.28 to 2.32) or just the residual amount required (in addition to other funding already secured) to ensure the project can be delivered. Please also confirm if the CIL awarded would be shared with any partner organisations or groups (see paragraph 2.12 and 2.13), and if so how much.
- 2.35 BCP Council will review how much CIL is required against the total project cost (see paragraphs 2.29 to 2.33) as part of the assessment process as part of the overall cost / benefit analysis. See paragraph 2.36 for minimum and maximum grant amounts.

**If the total CIL funds sought exceed £100,000, please provide the exceptional reasons why BCP Council should consider allocating this level of monies to this project.**

2.36 BCP Council's assessment process seeks to distribute monies fairly across a range of small, medium and larger projects. It is expected that the number of bids for the Poole CNP will exceed the amount of monies available on an annual basis and therefore BCP Council needs to ensure a fair spread of funds across a range of projects. On this basis, the following thresholds are applied when assessing how the funds will be distributed:

- Small - Less than £10,000
- Medium - £>10,000 to £50,000
- Large - £>50,000 to £100,000
- Exceptional Circumstances - £>100,000

2.37 Projects that require more than £100,000 can therefore still bid for Poole CNP funding but they need to be supported by clear reasons why BCP Council should consider allocating this level of funds as an exception.

2.38 For example, a project seeking more than £100,000 may be demonstrated as having a clear local community benefit that also has a significant Poole-wide impact that could justify the expenditure. It will be for the applicant to demonstrate the exceptional reasons why BCP Council should allocate more than £100,000 to any one project.

#### **Bid Section 6: Delivery Details**

2.39 The project has to be shown to be deliverable in principle before BCP Council can allocate funds. This part of the form requires applicants to provide as much information as possible to demonstrate to BCP Council that delivery can be achieved without reasonable impediment including not placing un-due resource obligations onto BCP Council.

#### **Expected project start and end dates**

2.40 It is important for BCP Council to understand how long it will take to deliver a project from start to finish. Please provide details of the following:

- Start date: Please provide the likely date from which eligible expenditure will be incurred (before procurement starts for third party delivery organisations).
- End date: Please provide the likely date by which all the activities / works described in the application will be completed and all invoices will be paid.

2.41 Once a project has been successful through the bidding round and BCP Council has made an in-principle decision to award Poole CNP funds, BCP Council will discuss the project timescales with the applicant as part of the Stage 5 project implementation stage. BCP Council will use the information submitted in the form to help determine and confirm with the successful applicant a start and end date for the project. This is necessary to ensure that BCP Council can manage the release of monies and ensure projects can be closedown once delivered within agreed parameters.

**Will the scheme be on public or private land and has the landowner given permission for the project to proceed? Please provide details of support.**

- 2.42 BCP Council recognises that the majority of the projects will be proposed on Council owned land although there may also be some projects proposed on other land ownerships. Whether it is on public or private land, this needs to be made clear in the application form.
- 2.43 In either scenario, before the bid is submitted the applicants will need to have obtained permission from the landowner for the project to proceed on their land. BCP Council will also expect any details of landowner stipulations for using the land i.e. must enter into a lease, insurance liability etc. to be made clear on the bid application form.
- 2.44 In the case of Council-owned land, applicants will need to discuss with the relevant department in advance of making the bid (i.e. Highways, Estates, Environment, Community and Culture, Education etc.) and provide evidence of support for the project and any conditions.

**Who will deliver the project?**

- 2.45 The applicant must make clear in the bid application form who will be delivering the project. There will generally be three routes for the delivery of a project; delivery by BCP Council; delivery by the applicant; or delivery by a third-party provider on behalf of the applicant. Guidance on these routes is as follows:

**Delivery by BCP Council**

- 2.46 The application must make clear if it is expected that BCP Council will deliver the project through use of its statutory powers. If this is the case then applicants should discuss delivery with the relevant Council service provider before the bid is made to provide assurances that there is capacity within the relevant department to deliver the project.
- 2.47 If BCP Council is able to deliver it in principle but not until a certain date due to existing workloads and lack of capacity then the application should clearly set this out and provide details of when the project will be delivered.
- 2.48 If BCP Council will charge costs to deliver the project that the applicant will need to cover through CIL then this must be included in the information provided in Section 5 of the application form.

**Delivery by the applicant or a through a third-party provider**

- 2.49 If the project will be delivered by the applicant or a third party on behalf of the applicant, the application form should make this clear when completing the form. In this scenario, applicants need to be aware that BCP Council will

require a funding agreement with the chosen contractor before releasing the money.

- 2.50 The funding agreement will include legally enforceable conditions on which the money is provided such as required quality of work, public liability responsibilities, project delivery timescales and ensuring the money is spent on the project bid and for no other purpose.
- 2.51 If entering into a funding agreement, BCP Council's legal costs will need to be paid for in drawing up and executing the agreement. If this cost is needed to be funded through the Poole CNP then this must be included as part of the project cost information under Section 5 of the bid form.
- 2.52 In all cases BCP Council will require the projects to be delivered in accordance with BCP Council's financial, procurement, and legal rules and regulations. Further details in this regard will be discussed with successful bidders following the decision on their projects.

**Has this project been discussed with the relevant Council department that would be responsible for delivery and / or future maintenance? Please provide details.**

- 2.53 If BCP Council are to have any involvement in the delivery and / or future maintenance of the project, it is important for the applicant to confirm that the project has been discussed with the relevant Council department before the bid was made. Please provide confirmation details of which department was contacted, the officer you spoke to and the outcome from the discussions. Where no contact has been made with the relevant Council department then where necessary the bid will be referred back to the applicant to ensure this part of the process is undertaken before the bid can be assessed.

**What consents are needed to deliver the project i.e. planning permission and how will these be secured?**

- 2.54 The application needs to set out what consents are required to deliver the project. Consents could include obtaining planning permission, agreeing a lease on the land, obtaining a license etc. Where consents are required the application needs to provide assurances that they can reasonably be secured. Evidence from the relevant organisation (i.e. pre-application advice from the local planning authority) will help to demonstrate where any necessary consents are likely to be obtained.

**Describe how the revenue / maintenance costs, if not covered by the sought CIL funds, will be funded for the lifetime of the project.**

- 2.55 Given the financial constraints BCP Council has to work within it is important to ensure the use of Poole CNP does not place significant additional financial and resource burdens on Council operations.

- 2.56 It is expected that the majority of bids will include the ongoing maintenance costs over the lifetime of the scheme as part of the overall cost information provided under Section 5.
- 2.57 For those projects that do not, BCP Council will need to see what alternative arrangements are in place for the infrastructure to be maintained.
- 2.58 Those projects that are identified as resulting in significant additional financial and resource burdens on BCP Council over and above existing budgets will be marked down in the assessment process.

**Where known, please provide how any risks to the project will be mitigated.**

- 2.59 The applicant should identify how any risks to delivery have been considered and how they would be overcome. For example, if obtaining planning permission is likely to be difficult due to a policy conflict then BCP Council expects this to be highlighted here and how, if at all, it might be overcome.
- 2.60 The purpose of this part of the form is to ensure that monies are directed to those projects that have the best chance of being delivered and achieve the right balance between cost, benefit and risk.

**3.0 Assessing the Bids and Next Steps**

- 3.1 The Working Group will assess bids against a standard matrix and scoring. The bids will be assessed under 2 categories as a guide:
- Category 1 – Small bids - less than £10,000
  - Category 2 – Medium / large bids - more than £10,000 to £100,000
- 3.2 The scoring matrices for both categories are shown in Appendix 1. The rationale for assessing bids in this way is to ensure that there is a fair distribution of monies between a range of projects. Bids for more than £100,000 will be considered only where the applicant has demonstrated there are exceptional circumstances that would warrant using Poole CNP. Bids for over £100,000 that have demonstrated there is an exceptional case will be assessed using the Category 2 form.
- 3.3 Applicants will be informed of the outcomes of the evaluation by letter or by email, no later than 1 month after the decision on their bid has been made.
- 3.4 Please note that the timing of when a successful bid can be funded will depend on the amount of Poole CNP available and where applicable, Council resources. Successful projects may have to wait for sufficient funds to be collected. BCP Council will maintain a schedule of successful projects and contact applicants when sufficient funds are in place to deliver the projects. BCP Council will also manage the bid deadline process and where there is no money available reserves the right to suspend the bid process to allow time

for existing successful bids to be delivered and sufficient Poole CNP monies to be built up to fund future projects.

- 3.5 Once the decision has been made to award funding in principle BCP Council will then work with the applicant to deliver the project. This will involve setting up the necessary agreements to manage project delivery and overall budgets. BCP Council will ensure timely release of funds when invoices are received for satisfactorily completed works. For larger developments, payment may be by instalments.
- 3.6 Details of how funding will be released and invoices paid will be set out in a legally binding Funding Agreement to be agreed between all relevant parties before the release of any monies and commencement of the project.

### **State Aid**

- 3.7 State aid rules can apply. Using taxpayer-funded resources to provide assistance to one or more organisations in a way that gives an advantage over others may be state aid. Public authorities are responsible for ensuring their policy measures and projects comply with the rules, and BCP Council will undertake such analysis and all necessary checks before awarding any applications.

## Appendix 1 – Bid Scoring Matrices

### Assessment Criteria and Scoring – Small bids < £10,000

Criteria	Scoring	Score
<b>Bid Form Section 3 – Project Details</b>		
Has the proposal demonstrated local community benefit?	Yes (significant benefit identified) - 40 Yes (some community benefit identified) – 20 No – 0	
<b>Bid Form Section 4 – Community Support</b>		
Has the project got demonstrable support from Ward Councillors?	All Ward Cllrs – 20 At least one Ward Cllr – 10 No Ward Cllr Support – 0	
Has the project got demonstrable support from the local community?	Yes - 20 No - 0	
<b>Bid Form Section 5 – Project Cost</b>		
Has any separate funding been secured?	Yes (match funded) – 20 Yes (less than match funded) - 10 No - 0	
<b>Bid Form Section 6 – Delivery Details</b>		
Has the landowner given permission	Yes – 10 No – 0	
Has the application confirmed the project can be delivered in terms of who will deliver and technical issues?	Yes, all delivery aspects have been demonstrated – 20 Generally, yes, but with some delivery matters to be clarified – 10 No – 0	
Will the delivery of the project place any significant additional financial burden on BCP Council	Yes – Minus 50 No - 40	

80+ - Priority for funding

0 to <80 – Referred back to bidder for further work

### Assessment Criteria and Scoring – Medium / large bids > £10,000 to £100,000

Criteria	Scoring	Score
<b>Bid Form Section 3 – Project Details</b>		
Has the proposal demonstrated local community benefit?	Yes (significant benefit identified) - 40 Yes (some community benefit identified) – 20 No – 0	
Has the proposal demonstrated wider community benefit (beyond Ward boundary)?	Yes (significant) – 40 Yes (some) – 20 No - 0	
<b>Bid Form Section 4 – Community Support</b>		
Has the project got demonstrable support from Ward Councillors?	All Ward Cllrs – 20 At least one Ward Cllr – 10 No Ward Cllr Support – 0	
Has the project got demonstrable support from the local community?	Yes - 20 No - 0	
<b>Bid Form Section 5 – Project Cost</b>		
Total CIL Requested	£10,000 to £50,000 - 20 >£50,000 to £100,000 – 10	
Has any separate funding been secured?	Yes (match funded) – 20 Yes (less than match funded) - 10 No - 0	
<b>Bid Form Section 6 – Delivery Details</b>		
Has the landowner given permission	Yes – 10 No – 0	
Has the application confirmed the project can be delivered in terms of who will deliver and technical issues?	Yes, all delivery aspects have been demonstrated – 20 Generally, yes, but with some delivery matters to be clarified – 10 No – 0	
Will the delivery of the project place any significant additional financial burden on BCP Council	Yes – Minus 50 No – 40	

Are there any risks to the project that can't be overcome	Yes – Minus 20 No – 20	
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150+ – Priority for funding

100 to <150 – Second tier priority for funding

0 to <100 – Referred back to bidder for further work