

Community Planning Grant Funding 2026-28

CATEGORY: Elevate – Community Renewal and Resilience Fund 2026-28

Information for Applicants

Elevate – Community Renewal and Resilience Fund Guidance Notes 2026-28

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1.0 Introduction

The Elevate – Community Renewal and Resilience Fund is available to financially support areas identified as the most deprived Super Output Areas (SOA's) of the Northern Ireland Multiple Deprivation Measures (NINIS), excluding Neighbourhood Renewal Areas in the Borough.

This programme is partially funded by the Department for Communities (DfC).

This is a 2-year programme, subject to confirmation of annual budgets, to allow identified areas within the Community to apply for grant aid to cover the period 1 April 2026 to 31 March 2028.

Neighbourhood Renewal areas which are already in receipt of monies through the Neighbourhood Renewal Programme are not eligible for this funding.

These conditions should be read in conjunction with the Grant Funding [Policy](#)

1.1 Purpose of Grant Programme/Overview of Fund

There are two Grants available:

Grant	Key notes / Purpose of application	Maximum Award
Small Grant	Align with anti-poverty objectives: <ul style="list-style-type: none">• Improving Cohesion• Enhancing social inclusion• Reducing inequality• Building Community Capacity	100% funding £5,000 up to £10,000
Large Grant		100% funding £10,000 up to £25,000

1.2 General Principles

The fundamental principles of this grant guidance document are:

Funding Award is based on evidenced need

The aim of grant funding is to provide financial support for projects and activities that add benefit to the Borough and contribute to improving the lives of local people and places. The following requirements **MUST** be met to be considered for funding:

- Have a clear purpose to the activity based on clearly evidenced need
- Be able to demonstrate how their project meets relevant funding criteria
- Can deliver high quality desired outcomes in a cost-effective manner
- The applicant organisation can demonstrate good governance and sound financial management with the capacity to deliver the project as stated
- Reflect the statutory remit of the Council, aligned to the Corporate Plan and Community Plan
- Council reserves the right to request further information or clarification on any request for support and to share information on support with other funders.

- To be eligible for funding you must have a Child Protection Policy in place if your project involves, or may involve, children or young people under the age of 18 or a Safeguarding Adults Policy if your project involves, or may involve vulnerable adults
- Groups seeking support from Council should have a minimum of £2M Public Liability and £10M Employers' Liability in place or be willing to obtain this cover

Accessibility

Information on all grant funding programmes will be publicly available through the Council's website and proactively promoted across Mailing Lists, Social Media channels and Borough Life. This will include:

- Guidance on completion of relevant grant application
- Grant Management System embedded into Council public facing platform with digital accessibility options available
- Centralised Grant Funding information on Council webpage
- Guidance notes for all individual grant streams
- Point of contact clearly communicated for relevant queries
- Annual Grant Funding calendar made available

We will strive to ensure the process is user friendly, transparent, and fully inclusive.

Accountability

The Council will always adhere to the Grant Funding policy and guidance criteria outlined within each grant funding programme.

- A clear decision-making process will be utilised, with clear rationale and demonstrable evidence to support funding decisions
- Decision making process will be robust and transparent
- Funding decisions will be approved through Committee and Full Council with details made publicly available
- Unsuccessful applicants will be entitled to receive feedback on their application
- An accessible Appeals process will be communicated as part of each grant's call

1.3 Who can apply?

Constituted community, voluntary & charitable groups, faith-based groups or Schools must be:

1. Based within the top 10-30% of the Northern Ireland Multiple Deprivation Measures (NINIS), identified Areas of Risk within the Borough and,
2. Delivering projects within the top 10-30% of the Northern Ireland Multiple Deprivation Measures (NINIS), identified Areas of Risk within the Borough, these are:

- Monkstown 1

- Whitehouse
- Mossley 2
- Carnmoney 1
- Glengormley 2
- Farranshane
- Springfarm 2
- Ballycraigy
- Steeple
- Stiles

Neighbourhood Renewal areas (Top 10% SOA's) which are already in receipt of monies through the Neighbourhood Renewal Programme are not eligible for this funding.

Only properly constituted community, voluntary & charitable groups and faith-based groups can apply to this funding programme and must be able to meet the following conditions. Schools may be eligible providing the activity requested is not the responsibility of another statutory organisation.

The organisation must:

- Be democratically accountable through regular public meetings.
- Hold an Annual General Meeting (AGM).
- Be properly constituted and include a decision-making process and aims and activities that are acceptable to the Council.
- Be managed by a publicly elected committee; the office bearing positions of Chair, Secretary and Treasurer must be held as a minimum.
- Demonstrate a fair and equitable ethos through their established aims and objectives in accordance with Section 75 of the Northern Ireland Act (1998).
- Demonstrate that proposed activities are not a duplication of other activities.
- Produce an annual statement of independently verified or certified accounts, or a bank statement for new groups only.
- Agree to Antrim and Newtownabbey Borough Council's monitoring, evaluation, and training procedures if required.
- Neighbourhood Renewal areas which are already in receipt of monies through the Neighbourhood Renewal Programme are not eligible for this funding.
- Core costs or specific projects which are clearly the responsibility of another statutory organisation will not be eligible
- School projects should clearly demonstrate additional community benefit

1.4 What can be funded?

Category	Community Renewal and Resilience Fund
Eligible items	<ul style="list-style-type: none"> • Facilitation costs • Programme materials (capped at £1,500) • Small Capital items (capped at £1,000) • Project running costs for additional activity capped at maximum 10% of total budget costs • Up to 10% management costs

1.5 What cannot be funded?

Council will not fund the following:

- Core costs or specific projects which are clearly the responsibility of another statutory organisation will not be eligible.
- Legal costs incurred by the recipient organisation in relation to this grant are not covered under the letter of offer
- Salaries associated with groups
- Clothing/uniform
- General running costs; utilities, Gas, Electricity etc.
- Equipment with a short lifespan of less than five years
- Unrelated professional fees
- Bank charges, loans, deficits or fines
- Alcohol
- Any activity that is responsibility of another statutory provider
- Projects being delivered outside of areas within the top 10-30% of the Northern Ireland Multiple Deprivation Measures

1.6 Exclusions

Council will not normally fund the following:

Organisations

- Organisations based outside of the identified SOA's (see appendix 2)
- Applications for specific projects that are clearly the responsibility of another statutory organisation
- Retrospective expenditure
- Costs that are already covered by other sources of funding
- Charity or fundraising events
- Costs that are not clearly linked to the project
- Applications that provide no significant benefit to the Council area
- Applications for projects that duplicate what already exists
- Projects that are not in line with Council policies e.g. Corporate Plan or Community Plan

- Individuals involved in the delivery of the project, that is, staff, volunteers or board members of the applicant organisation. This means that they cannot be paid for the provision of goods or services from the grant
- Organisations that have previously received a grant from Council that was not managed in accordance with the terms and conditions of the Letter of Offer will not receive future funding
- Organisations that cannot provide evidence of lease/ownership of land/ facility
- Projects that have already commenced at the time of application.
- Council is unlikely to fund an organisation that is in poor financial health or cannot show effective financial control
- Any projects that are Party Political in intention, use or presentation
- Projects that focus on sports related activity
- Public sector bodies
- Thematic activity such as arts, culture, sport etc unless the application meets the community development eligibility criteria

If a group is not sure whether it is your organisation and project meets the eligibility criteria, or needs more guidance on the application form, please contact the Grant Funding Unit. Contact details are available at the end of these guidance notes.

2.0 How to answer questions?

2.1 Information about your organisation

This section of the application form gathers information about your organisation, including contact details and insight on the purpose and work of your organisation, which will enable the assessment process to check eligibility.

2.2 Project Proposal

This section of the application form gathers information about your project proposal what you want to do and why. This is the part of the form where you must clearly and sufficiently demonstrate how and why there is a need for your project, what beneficial outcomes will be created and how these meet the needs of the Council's Corporate Plan.

This section allows you to detail why you think this project approach will work for the proportionate impact you plan to make. The assessment process will focus on the quality, impact, and investment effectiveness of each proposal.

You might reference, for example, evidence of your approach working before, or how your proposal is an innovative way to reach more people or make a greater impact on a smaller number of participants.

2.3 Project Delivery

This section of the application form is where you detail how you are going to deliver the project. It includes timescales and your budget (how grant funding will be used

and on what).

You will be asked to think about how you will manage any potential risks to delivery, how you will secure funding from other sources and how you might capture the impact of your project.

Interested applicants should book a place at one of the in person/online Grant Information Sessions where we will take groups through the funding and assessment criteria as well as the new application forms and online process.

3.0 How we assess and score your application?

A panel will evaluate eligible applications against the category criteria. Applicants will be notified via email detailing the outcome of the application.

Each application will be considered on its own merits. To deliver the programme's aim and general principles, Applicants will need to demonstrate how their project meets the appropriate criteria. It is important to remember that the application will be assessed ONLY on the information provided in the application form and specifically in the box relating to the question asked. Any information that you do not include or that is contained in other parts of the application form will not be considered. Therefore, you MUST demonstrate how you meet the essential criteria as set out in these guidelines in the application.

3.1 Eligibility assessment

Applications received by Council will be logged and undergo eligibility checks. If eligibility information is missing at this point, you will be contacted and given 10 days to submit the missing information. Failure to provide all necessary eligibility information and complete forms as required will mean your application will not go forward for assessment in the current funding call.

If you are not sure whether you or your organisation and project meet the eligibility criteria, or you need more guidance on the application form, please contact the Community Development Grants team. You can find contact details at the end of these guidance notes.

3.2 Assessment and scoring

Evaluation Criteria:

If your application has met all the eligibility criteria the panel will use the following criteria to score your application

Criteria	Score
1. Tell us how you know there is a need for the proposed project?	30
2. How will your project align with Antipoverty objectives: Improving Cohesion	40

Enhance social inclusion Reduce inequality Build Community Capacity	
3. How does the proposed project demonstrate a strategic fit within the Corporate Plan and Community Plan	20
4. How will the proposed project contribute to climate change	5
5. Other funding secured	5
TOTAL	100

A pass threshold of 60% needs to be achieved to deem the application successful.

Supporting Documentation:

Applications will not be assessed without supporting documentation which must be uploaded in the supporting documentation section of the application.

Organisations

- Constitution.
- Community Development Plan with clear focus on addressing deprivation
- Equal Opportunities Policy (*only if you employ staff*).
- Child Protection Policy or Safeguarding Adults Policy.
- Insurance Policies.

3.3 What happens if an application is successful?

- 3.3.1 In the event of a successful application a Letter of Offer will be issued together with procurement guidance and details of the claim process.
- 3.3.2 The Letter of Offer must be signed and returned within 10 days with the Grant recipient to provide details of a designated bank account for all transactions relevant to the funding.
- 3.3.3 The Grant shall be used only for the purposes of the Project as defined by the Applicant in the application form or variations, which the Council has agreed to fund.
- 3.3.4 The Council reserves the right to withhold any or all of the payments and/or require the Grant Recipient to repay part or all of the Grant if Council deems there to be a substantial or material change in the nature, scale or timing of the Project, or if the Grant is used for purposes other than those specified in the application or agreed variations.
- 3.3.5 Grant payments will be paid 50% up front and 50% following submission and approval of completed Project Grant Claims. Claim forms must be supported

by original receipts and supporting bank statements Payment will be dependent upon fully acceptable documentation being in place to support the claim.

- 3.3.6 Council will release funds after verification of satisfactory receipts and evidence of payment i.e. bank statements. Claims must for the items specified in the Letter of Offer. Items paid for in cash will not be reimbursed.
- 3.3.7 Payment will only be released to a group bank account and that account must be the same as the details on the application and supporting documentation.
- 3.3.8 The Council reserves the right to terminate or suspend authorisation of Grant Payments and/or to withhold any or all the financial assistance should the Project not be delivered in line with this offer of Grant Aid.
- 3.3.9 To meet Council's audit requirements, when making a claim, applicants should retain copies of receipts and evidence of payments made in the form of Bank statements/credit cards.

3.4 Monitoring and reporting

If your project receives grant support, you will be in receipt of public funding, and this must be accountable. Monitoring and reporting are an essential requirement for you in delivering your project.

We will also ask all organisations for auditing purposes, to check how the grant was spent and that the terms and conditions of the funding were met. You will be contacted by your local Council Lead, and you will be asked to provide invoices and bank statements for all the items you are claiming through the grant.

For organisations based in Mossley, Carnmoney and Monkstown they will be required to consent to monitoring and reporting requirements from Department of Communities (DFC) including in person visits, as and when required.

If your project does not meet its targets and outcomes, we can review and reduce the amount of funding awarded.

If any information in the application, monitoring or supporting information is found to be untrue or misleading, we will withdraw any grant. If we have already paid part of a grant to your organisation, you must repay it. This will have implications for any future applications or requests for funding. We may also review grants made to your organisation in the past.

3.5 Marketing and promotion

The Grant Recipient shall acknowledge the contribution made by the Council in all relevant publicity materials including brochures, leaflets, newspaper articles etc. The Council shall be entitled to publish details of the assistance referred to in this letter at such times and in such manner as is necessary without further agreement from the Grant Recipient. It is important to note that logos should be of a reasonable size and

retain their original perspective. All promotional materials should be approved **in advance** by the Council's Public Relations and Marketing team. Please email all proofs to marketing@antrimandnewtownabbey.gov.uk or media@antrimandnewtownabbey.gov.uk

For organisations based in Mossley, Carnmoney and Monkstown they will be required to include DfC logos and reference to funding on all marketing and promotional materials.

If you have any queries, please contact the Council PR and Marketing team on Tel: 0300 123 468

3.6 Breach of Letter of Offer and Claw-Back arrangements

If the Grant Purpose ceases to be carried out during the relevant Grant Period as a result of any act, omission or default on the part of the grant Applicant organisation, including any breach of the terms and conditions contained within the Letter of Offer, the Council will invoke clawback procedures to demand that the Applicant repays in part or full the Grant Funding awarded.

The Applicant will be considered in breach of their funding offer if the following apply – please note this list is not exhaustive: -

- They provide misleading or inaccurate information, by accident or deliberate during the application process
- Members of the organisation funded, including volunteers and staff at any time during the project act dishonestly or negligently causing directly or indirectly any detriment to the activity or bring into disrepute the reputation of the Council by association through funding award(s)
- The organisation funded is in receipt of duplicate funding from any other source for any element of the activity
- The organisation does not take positive steps to ensure equality of opportunity in its employment practices, delivery of and access to services
- The organisation by their own actions makes their facilities and/or activities less inviting to any sections of the community
- There is a change of purpose, benefit, ownership, or recipient, either during the project or within a reasonable period after its completion

Any reported or identified breaches or potential breaches that cannot be resolved to the satisfaction of the Council will result in the grant award in part or in full being clawed back by the Council.

If funding is withdrawn or clawback procedures invoked the Applicant organisation will have no legal redress to have funding reinstated. The decision of Council in this case will be final.

Additionally

Organisations:

- Must send in the monitoring and evaluation forms within the agreed timescales.
- No aspect of the activity being funded should be party political in intention, use or presentation; or likely to be perceived as discriminatory on grounds of religion, colour, race, gender, or disability.

3.7 What happens if an application is ineligible/unsuccessful?

If your application is ineligible/unsuccessful for funding, you will be notified via email. Feedback will be available on request.

3.8 Appeals procedure

An appeals procedure will be available to unsuccessful applicants. For further information please contact the officers detailed at the end of this document.

3.9 Fraud and Corruption

The Council is committed to the prevention and detection of fraud and the promotion of an anti-fraud culture.

The Council operates a zero-tolerance attitude to fraud and corruption, whether from internal or external sources. The Council requires staff and individuals/organisations that it deals with, to act with honesty and integrity, to safeguard the public resources and to report all suspicions of fraud and corruption.

Every case of alleged or suspected fraud will be thoroughly investigated in accordance with the Anti-Fraud and Corruption Policy and where appropriate, referred to the Police Service of Northern Ireland (PSNI). The Council will also seek to recover any loss suffered because of fraud and if appropriate, will take civil, and/or disciplinary action.

The following relevant policies can be located on the Council website:

Anti- Bribery Policy - April 2023

Anti-Fraud and Corruption Policy - April 2023

Financial Regulations – April 2024

Fraud Response Plan - March 2023

Raising Concerns Policy – November 2023

The Council reserves the right to disallow any other current, pending or future grant applications and claims submitted by an organisation or an individual member of the organisation in respect of the financial year and to apply a moratorium on Council funding to any organisation or individual member of an organisation where

fraudulent activity is identified within the current financial year and for at least 2 forthcoming financial years. This will also extend to individuals in receipt or applying for a bursary.

The Council will inform in writing the Chairperson of the organisation, or the individual in case of bursary, where fraud is suspected or has been identified. In the case of a bursary where the recipient is under age of 18 years the parent/guardian will also be notified.

4.0 Application process

Opens	Closes	Assessment/approval	Notification of Outcome
1 December 2025	23 January 2026	February 2026	March 2026

Applicants should note that this is a competitive process, and awards are subject to the availability of funds and may be subject to change.

Grant Information Sessions

Interested applicants should book a place at one the in person/online Grant Information Sessions where officers will take groups through the grant funding available as well as the new application forms and online process. For further information please visit Council's Grants and Funding webpage:

<https://antrimandnewtownabbey.gov.uk/residents/grants-funding/>

Contact details:

For further information, please contact: Community Planning Business Support: E: cpbs@antrimandnewtownabbey.gov.uk or the Funding Unit E: fundingunit@antrimandnewtownabbey.gov.uk

T: 0300 123 4568

Appendix 1

General Data Protection Regulation (GDPR)

Antrim and Newtownabbey Borough Council are entitled to disclose your details to other government agencies, departments and bodies engaged in distributing funds (subject to the terms of the Data Protection Act 1998, known as General Data Protection Regulations GDPR from May 2018).

To process your grant application, applicants are advised that:

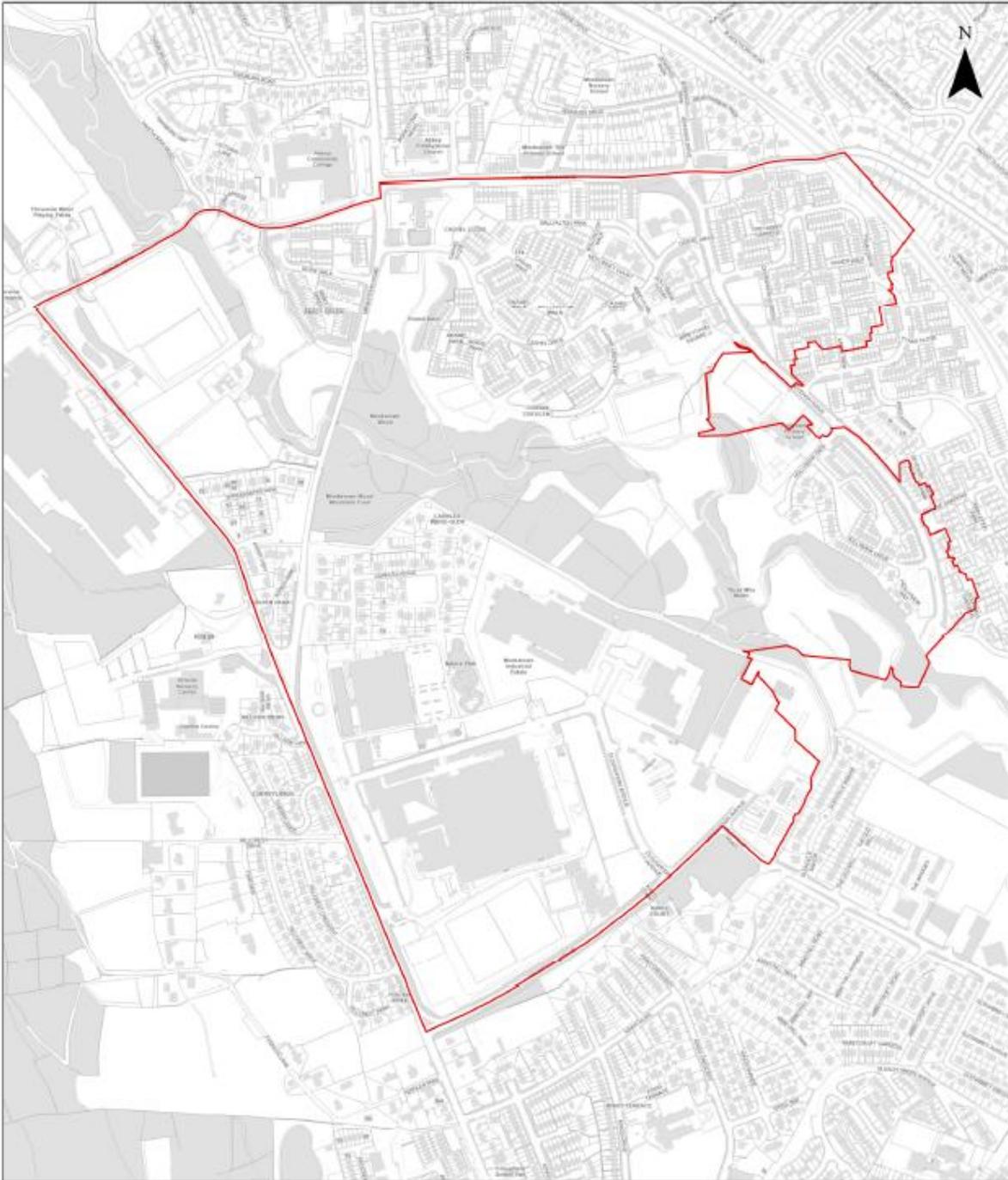
- Council use the information you give us on the application form during assessment and for the life of any grant we award you to administer and analyse grants and for our own research.
- Council may give copies of this information to individuals and organisations we consult when assessing applications, when monitoring grants and evaluating the way our funding programmes work and the effect they have. These organisations may include accountants, external evaluators and other organisations or groups involved in delivering the project.
- Council may also share information with other departments, organisations providing match funding and other organisations and individuals with a legitimate interest in applications and grants, or for the prevention or detection of fraud.
- Council might use the data you provide for our own research. We recognise the need to maintain the confidentiality of vulnerable groups and their details will not be made public in any way, except as required by law.

Appendix 2

Super Output Areas (SOP's) Top 10-30%

Area
Monkstown 1
Whitehouse
Mossley 2
Carnmoney 1
Glengormley 2
Farranshane
Springfarm 2
Ballycraigy
Steeple
Stiles

Department of Communities (DFC) funding will be ringfenced to Mossley, Carnmoney and Monkstown.



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Monkstown 1

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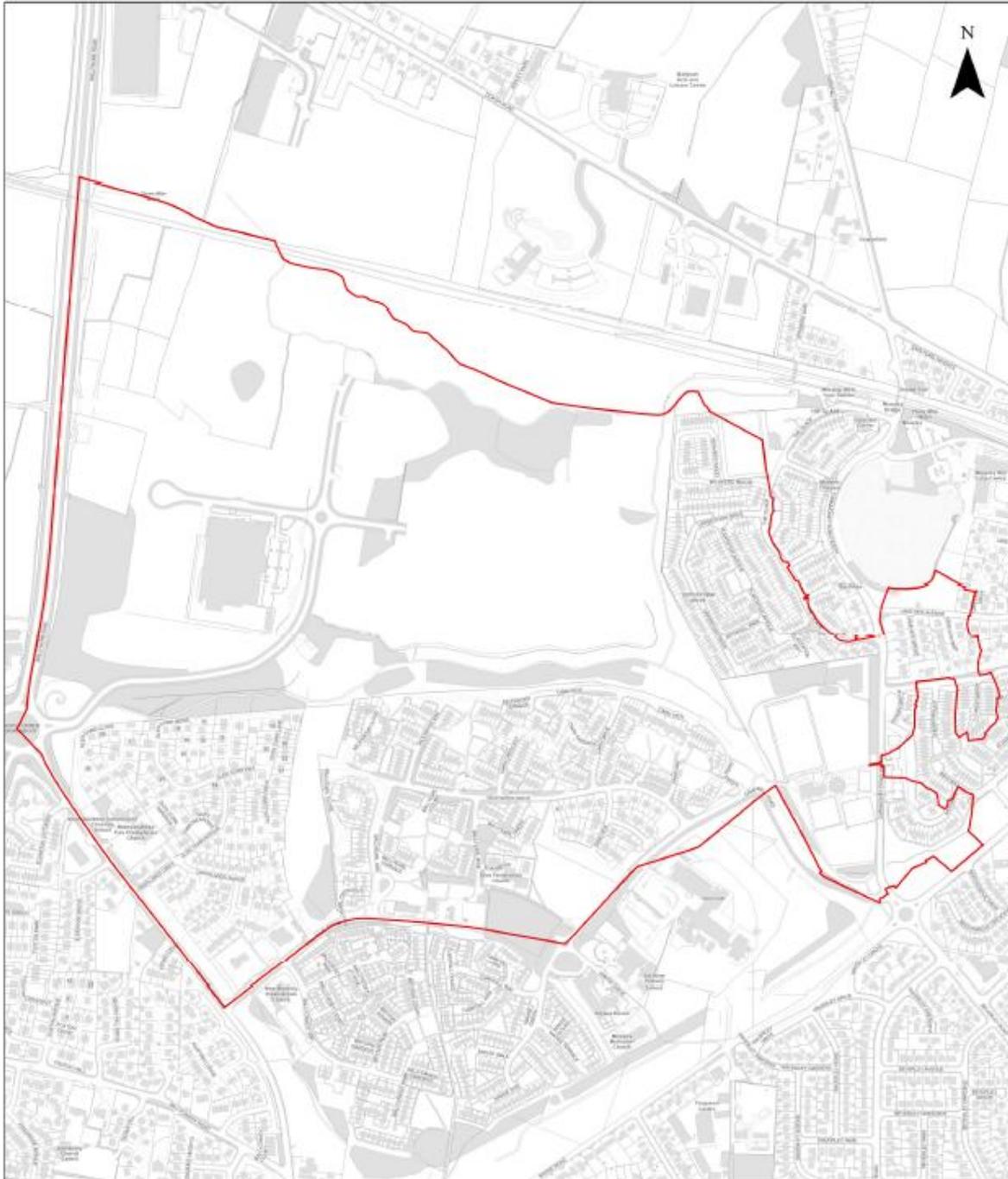


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Whitehouse

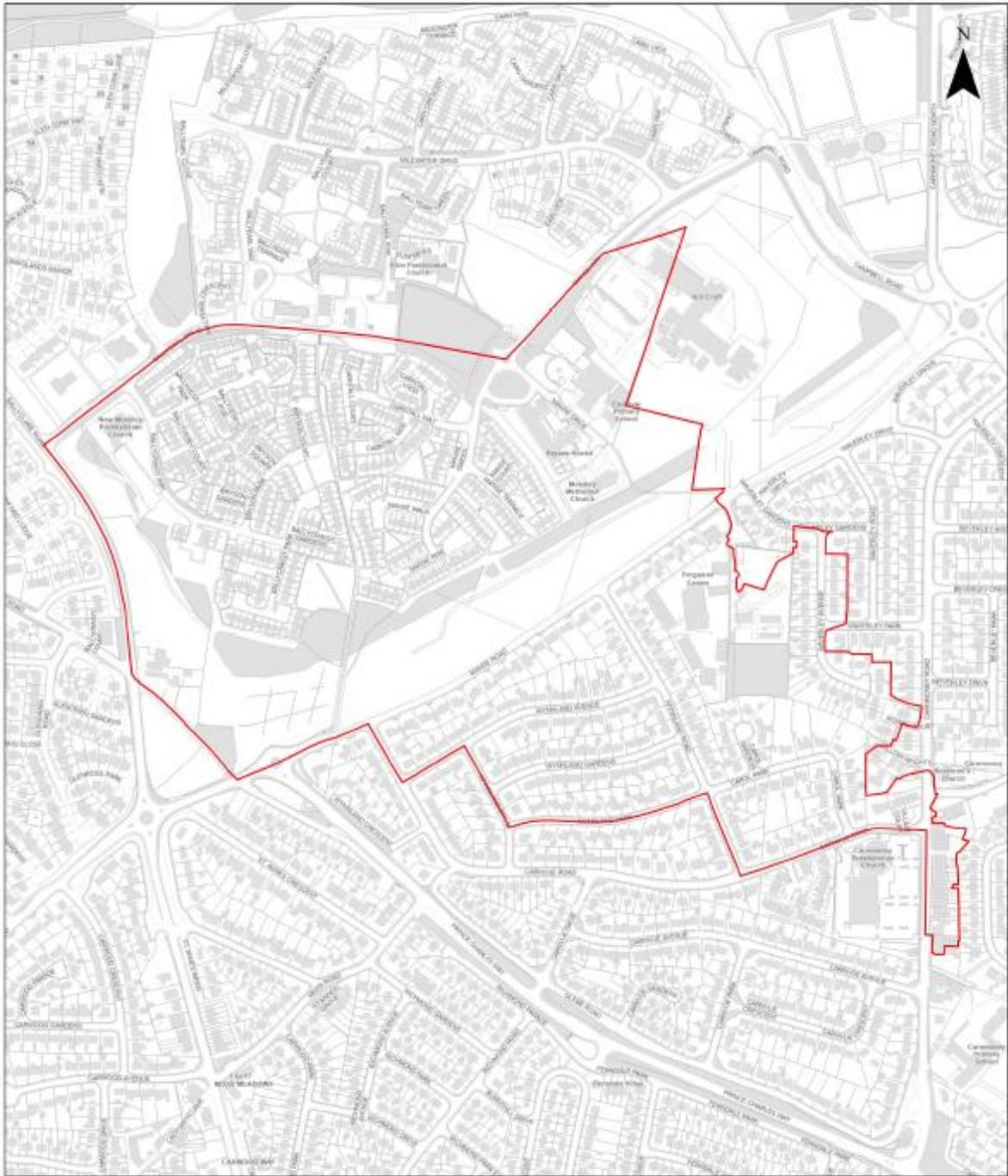


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Mossley 2

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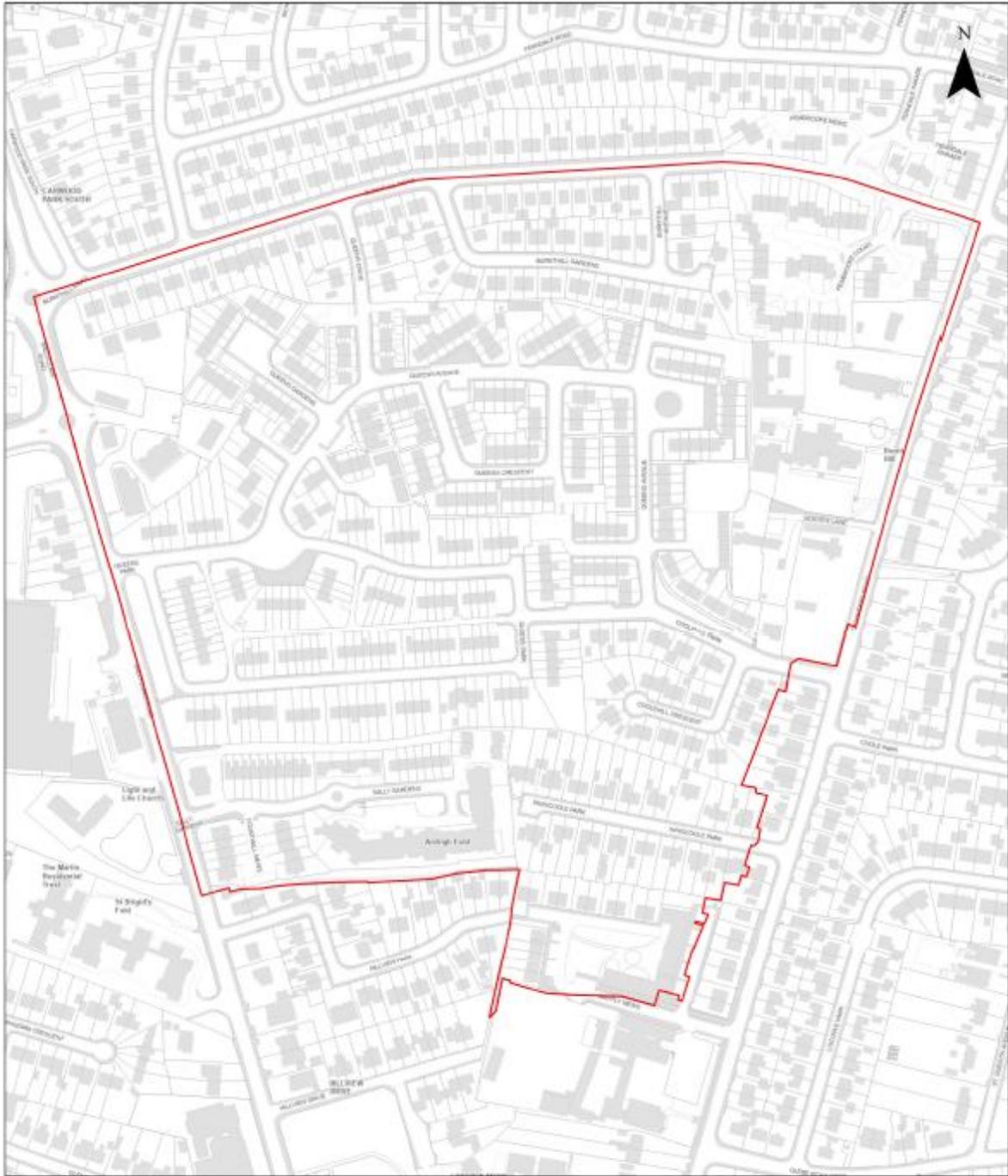


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Carnmoney 1



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Glengormley 2

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