

# NORTH EDINBURGH COMMUNITY BENEFITS FUND

## GUIDANCE PACK

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### What is the “North Edinburgh Community Benefits Fund”?

The **North Edinburgh Community Benefits Fund** is a grants award scheme provided by developers and contractors delivering regeneration projects in North Edinburgh and administered by the City of Edinburgh Council.

The aim of the 2025/2026 scheme is to pilot a flexible fund that assists local third sector organisations and groups to deliver projects, facilities and services that benefit the community and address key local priorities.

2025/2026 will be a pilot year for this fund, with the aim of developing this initiative and rolling out during the programme of regeneration activity taking place in the area.

The fund allows you to apply for either a:

- (i) grant award, or
- (ii) building/landscaping work to be carried out by the relevant developers and contractors or their subcontractors.

The Community Benefits Fund is based on three key principles:

- Neighbourhood investment at a local level
- Community-influenced decision making
- Building community confidence and capacity

## What is the total award available?

The amount of money available in the fund is subject to the contributions given in that year.

In 2025/2026 there is a total of £10,000 available which has been provided by Cruden Homes as part of their contract to deliver the Silverlea development, which will see 143 new homes for social and mid-market rent delivered on a site off Muirhouse Parkway.

## How much can be applied for?

- Individual groups can apply for up to £3,000 in grant funding or the equivalent cost of works (i.e. building repairs, landscaping etc).
- A partnership of groups can apply for up to £5,000 in grant funding or the equivalent cost of works (i.e. building repairs, landscaping etc). In this scenario there would be one lead organisation responsible for administering the grant award.

## Aim of the fund

The aim of the 2025/2026 scheme is to pilot a flexible fund that assists local third sector organisations and groups to deliver projects, facilities and services that benefit the community and address key local priorities.

The 2025/2026 pilot fund criteria and priorities have been developed in dialogue with the R2 Network (North Edinburgh Response and Recovery Group).

## Criteria

Applications will be assessed against the following criteria:

- Improves local support for communities through infrastructure or sustainable development work.
- Promotes partnership/collaborative working between organisations.
- Demonstrates long-term commitment to “North Edinburgh” as defined below.

## Priorities

We are interested in applications that address one (or more) of the following local priorities:

- Staff wellbeing and training within the third sector
- Supporting a local food economy
- Antiracism work
- Improvements to greenspace and public realm

## Funding Conditions

- Funding must be spent within 12 months from receipt of funding.

- We can consider unrestricted funding, which can be used to support any costs within your organisation, to help you further your work. Where there are elements of your organisation's work that do not fit with our priorities, you may not be eligible for unrestricted funding.
- Alternatively, we can consider restricted funding for a specific salary, project or service, including any associated equipment costs. We can consider fully funding a small project or part-time salary, or part-funding a larger project, service or full-time salary.
- You don't need to have any match funding in place when you apply, however if the total costs of your project, service or salary exceed our maximum award size, you will need to consider additional sources of funding. We may ask for more information on this.
- If your organisation needs building or landscaping work to improve a community building or outdoor space, you can request for work to be carried out and managed by the funders.
- You can only hold one grant/request from the Fund at any one time.

## What do we mean by “North Edinburgh”?

This fund is directed to community, voluntary or non-profit organisations based and operating within North Edinburgh which includes: Drylaw, Granton, Muirhouse, Royston Wardieburn, West Pilton, Pilton & Boswall.

North Edinburgh is recognised as an area within the North West locality of the city where people experience poverty and greater inequality of outcome.



## Who is eligible to apply?

Any North Edinburgh based community, voluntary or non-profit organisation can apply. Normally these will have one of the following structures:

- Constituted community group or club
- Social enterprise
- Community interest companies (CIC)
- Registered charity (SCIO)
- Learning provider (i.e. local school)

You can still apply if you're a member of an informal group. However, you will need to work in partnership with a parent organisation to submit your project application who can administer the fund and provide the required supporting documents.

Partnership proposals are actively encouraged, especially where they will result in sharing resources across groups working to the same shared goal.

The fund does not accept applications from:

- individuals
- sole traders
- organisations based outside the red line boundary indicated above
- organisations focused on making profits and sharing these profits privately- including companies limited by shares, organisations without the right asset locks or organisations that can pay profits to directors or shareholders

## How are decisions made?

Council officers and the relevant developer / contractor partner will check applications to ensure they are eligible and will review any building or landscaping work requests.

A local funding panel will meet to consider eligible applications and recommend grant awards for 2025/2026.

The funding panel may recommend:

- A full award
- A partial award
- No award

For applications that are not funded, applicants will be informed of the reasons and may apply again in the future.

## Who is on the funding panel?

- Representatives from the relevant developer or contractor
- Relevant Council Officer(s)

## Key dates for 2025/2026 funding round

Wednesday 26 March 2025	Applications Open
Friday 25 April 2025	Applications Close
28 April – 12 May 2025	Eligibility checks and funding panel
w/c 12 May 2025	Results announced and grant award agreements signed with 2 weeks of announcement
End of May 2026	Project reports returned

## How to apply?

The online application form can be found here:

<https://yourvoice.edinburgh.gov.uk/budgets/7>

You will need to register on Your Voice Edinburgh to help us keep the platform safe and reliable. We will never give your personal details to a third party or disclose your personal information without your consent.

We will also make hard copies of the application form available to collect at Granton Library.

Steps:

1. Read up before you start – we have put together some information about the process in this Guidance Pack.
2. Consider attending one of our [information or drop-in sessions](#) to find out more.
3. [Sign in](#) to the Your Voice platform with My Account.
4. Once logged on click "[submit an application](#)" on the Fund page and complete the form.

**\*\*The following supporting documents must be submitted with your application form. Please note, that any files uploaded to the application form will be publicly available. You are also able to email these documents if you prefer to: [Granton.Waterfront@edinburgh.gov.uk](mailto:Granton.Waterfront@edinburgh.gov.uk).\*\***

- A **governing document** that shows your organisation's funds and assets are only used for community benefit. This could be a constitution, memorandum and articles of association or trust deeds.
- Your most **up to date set of accounts** so that we can check there is adequate financial management in place
- A **project budget**, providing a breakdown of the project costs and total estimated budget.

## Further guidance on completing the online application form

Please note once submitted, you are able to edit your application at any time up to the application deadline.

### Question 1: Title

Please give a title to your application that references the facilities, services or project you will deliver with this funding.

### Question 2: Project Summary

Please give a short summary of the facilities, services or project you will deliver with this funding (200 characters).

### Question 3: Description

This is your chance to outline how the application meets the criteria and priorities set out above. This question has a word limit of 10,000 characters, including any hyperlinks. If you are drafting on a word document, please ensure you copy as plain text (i.e. removing any formatting by copy/pasting into notepad first).

### Question 4: Estimated price

Please give the total estimated project cost. If you are applying for building or landscaping work, please give an estimate for now as this will be costed out fully by Cruden. Further detail should be provided within your project budget, which should be uploaded as a supporting document.

#### Question 5: Video URL

This question is optional. You may add a link here to a video that promotes your work in North Edinburgh.

#### Question 6: Project Picture

This image will be used online to publicise the award if successful.

#### Question 7: Supporting Documents

Please upload the following supporting documents:

**Please note, that any files uploaded to the application form will be publicly available. You are also able to email these documents if you prefer to: [Granton.Waterfront@edinburgh.gov.uk](mailto:Granton.Waterfront@edinburgh.gov.uk).\*\***

- A **governing document** that shows your organisation's funds and assets are only used for community benefit. This could be a constitution, memorandum and articles of association or trust deeds.
- Your **most up to date set of accounts** so that we can check there is adequate financial management in place (if your organisation has been constituted for less than one year, in lieu of accounts, you should provide the most recent bank statement).
- A **project budget**, providing a breakdown of the project costs and total estimated budget.

#### Question 8: Map

Please mark on the map the main location of your project.

#### Question 9: Location

Please give more detail about the location of the project and who you will be targeting.

#### Question 10: Group

Please outline any partners involved in the project.

#### Question 11: Tags

Please select the North Edinburgh Community Fund category(s) that best aligns with your project.

### Who to contact for more guidance?

Tuesday 1 April, 2.00pm - 4.00pm - Application Support Drop in – Granton Library

Thursday 10 April, 2.00pm - 4.00pm - Application Support Drop in – Muirhouse Library

Tuesday 22 April, 10.00am – 11.00am- Online information session

Tuesday 22 April, 6.00pm – 7.00pm- Online information session

Please contact [Granton.Waterfront@edinburgh.gov.uk](mailto:Granton.Waterfront@edinburgh.gov.uk) and we will do our best to help. You can ask for someone to speak to you and/or your group directly about your application or attend one of our drop-in information events.

All successful applicants must complete a short end of project report once the project has come to an end, no later than 12 months after the date of the award.

## What happens after an application is submitted?

- The funding panel will meet within 2 weeks of the application deadline.
- You should be informed of the outcome within 4 weeks of the application.
- If successful, you will receive a funding agreement within 2 weeks of being notified of the outcome.
- You must sign and return your funding agreement within 2 weeks of receiving it.
- Once we have a signed agreement, we will make a payment request and you can expect to receive your grant within 4-6 weeks from this point.
- Funds will be deposited into your organisation's bank account after the payment request has been made by our team.