

# North London Community Fund 2024-25



## Frequently Asked Questions

You can find lots of useful information about the North London Community Fund and how to apply in the questions below. Before applying, please read the detailed guidance document available [here](#):

[North London Community Fund | NLWA](#)

### FAQs covered in this document:

This document has FAQs relating to the small and medium awards currently available, as described in Q2 below. An overview of the funding that will be available for large awards is provided in Q2 also. Details of large awards, including when that funding round will be open and how to apply will be available in quarter 1 2024-25 financial year on [nlwa.gov.uk](https://nlwa.gov.uk).

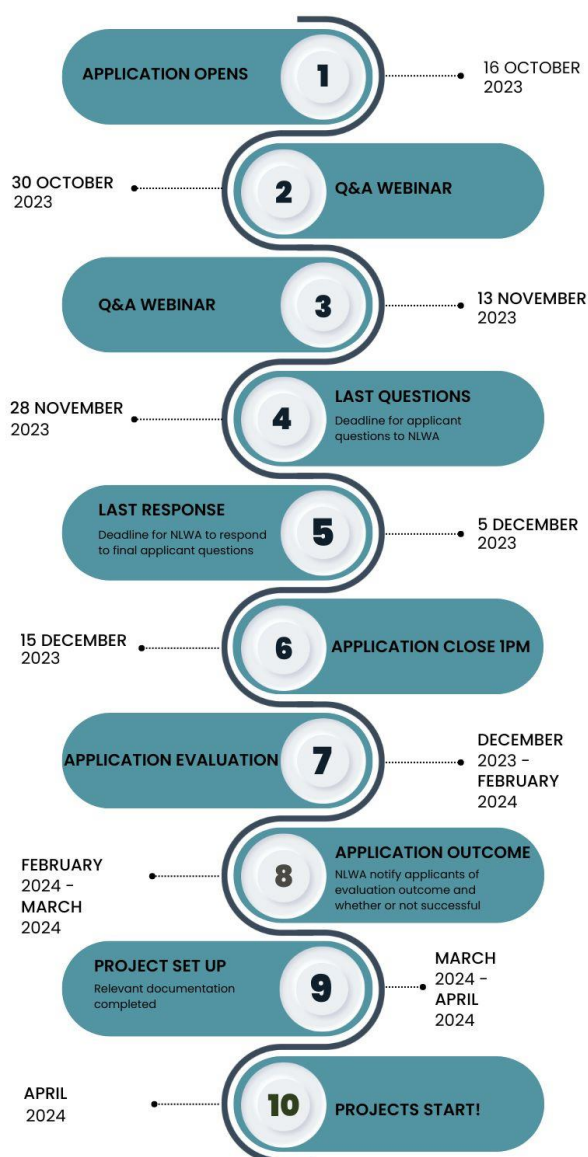
### Contents links:

- [About the fund](#)
- [Before applying](#)
- [How to apply](#)
- [Successful applicants](#)

If you can't find the information you need, please email us for support [wastepreventionteam@nlwa.gov.uk](mailto:wastepreventionteam@nlwa.gov.uk)

## NORTH LONDON COMMUNITY FUND: SMALL AND MEDIUM AWARDS 2024/25

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### **Q1. What is the North London Community Fund?**

The North London Community Fund (the Fund) was established in 2017 by North London Waste Authority (NLWA) to support waste prevention initiatives in the seven north London boroughs we support, they are Barnet, Camden, Enfield, Hackney, Haringey, Islington, and Waltham Forest. The Fund provides community-based (non-profit making) organisations with funding to develop new approaches to reduce waste and/or extend the reach and impact of existing waste prevention activity.

### **Q2. How much funding is available and when can we apply for it?**

The funding will be awarded as follows:

The total amount of funding available will be £250,000. The types of awards and funding available will be:

£150,000 available for:

- Small awards up to the value of £5,000, for projects that will be delivered within one year.
- Medium awards up to the value of £15,000, for projects that will be delivered within one year.
- The number of projects that will be awarded will be determined during the evaluation phase.

£100,000 available for:

- Large awards, available funding £100,000, for projects that will be delivered within two years. A maximum of two projects will be awarded. These projects will be chosen and commence in 2024.

#### **When the funding will be open for applications:**

- For small and medium awards, the fund opened for applications on the 16 October 2023 and will close on the 15 December 2023 at 1pm.
- For large awards the fund will open for applications in quarter 1 of the financial year 2024-25. Full details of the funding timeline including guidance on how to apply for these awards will be announced in early 2024.

### **Q3. What is North London Waste Authority (NLWA)?**

North London Waste Authority (NLWA) is the statutory waste disposal authority for the seven north London Boroughs of Barnet, Camden, Enfield, Hackney, Haringey, Islington, and Waltham Forest (the Boroughs). We arrange for materials collected for recycling by the Boroughs to be sorted and recycled; transport and dispose of all “residual waste” (i.e., rubbish/black bag waste) collected by the Boroughs; arrange for reuse and recycling centres to operate, and plan for the infrastructure and contracts needed to provide long-term high-quality recycling and waste services.

### Q4. Who can apply to the Fund?

Any legally constituted organisation that operates as a community-based (non-profit making) organisation is eligible to apply. Please see list of organisations below:

- Charitable Trust
- Unincorporated Association
- Community Benefit Society / Cooperative Society registered under the Co-Operative and Community Benefit Societies Act 2014
- Charitable Company
- Community Interest Company
- Company Limited by Guarantee
- Charitable Incorporated Organisation

Please check the eligibility criteria in section 2 of the guidance document to ensure your organisation meets our guidelines. If you do not meet the eligibility criteria, unfortunately we will be unable to accept or process your application.

### Q5. Can schools apply to the Fund?

No. We support schools through other areas of activity delivered as part of our Waste Prevention Programme.

### Q6. Where must projects take place?

Projects must take place in at least one of the seven north London boroughs, they are Barnet, Camden, Enfield, Hackney, Haringey, Islington, and Waltham Forest.

### Q7. When is the deadline to apply to the Fund?

The fund opened for applications for small and medium awards on the 16 October 2023 and will close on the 15 December 2023 at 1pm.

### Q8. How much can we apply for?

Two award levels are available, small, and medium. You are only permitted to submit one application in this funding round.

- Small awards up to the value of £5,000, for projects that will be delivered within one year.
- Medium awards up to the value of £15,000, for projects that will be delivered within one year.

### Q9. Can we apply as match funding?

Yes. NLWA encourages applicants to maximise the benefit of other funding. This has several benefits including the increase of value for money.

**Q10. Is match funding required?**

No. Match funding is not mandatory and will not form part of the assessment of your application.

**Q11. Will projects that can provide match funding be advantaged in the assessment process?**

No, match funding is not prioritised within the assessment process.

**Q12. Can the funding be used to cover staff costs?**

Yes, staff costs are eligible for funding. The amount of funding requested should only correspond to the amount of time spent on the project and not any other activities carried out by the organisation. It is recognised that staff time can form a significant part of project costs and details of all staff time spent on the project should be provided in the final financial report.

**Q13. Can the funding be used to cover rental cost for premises?**

No

**Q14. Can organisations submit more than one bid?**

Only one proposal must be submitted by an applicant in this funding round.

**Q15. Must projects have some focus on repair or reuse?**

No. There are many ways to tackle waste and we are seeking projects that present tangible ways to achieve that aim, we do not prescribe the methodology and welcome varied applications.

**Q16. Is there a date by which projects must have started?**

Projects should ideally start from April 2024 or as soon as possible in the new financial year of 2024-25.

**Q17. Is there a date by which projects must have completed?**

Projects should be completed by 31 March 2025. Requests for extension beyond this date can be submitted for consideration.

**Q18. How are funds paid?**

Payments will be made to a bank account designated to the organisation that enters into the funding agreement with NLWA. Please read section 3 of the guidance document for full details of how funds are paid depending on whether it is a small or medium award, [here](#):

[North London Community Fund | NLWA](#)

**Q19. Is there a word limit to the questions in the application form?**

Please keep your answers as short and as brief as possible. We anticipate demand for the fund to be high with a large volume of applications and supporting documents requiring evaluation. The online application form has word limits on some of the questions.

**Q20. Can projects that are still delivering from previous round of funding apply for this new round?**

If extensions to projects funded by the North London Community Fund have been agreed, this does not exclude organisations applying in later rounds of the Fund, even if they are still delivering the project.

**Q21. What are the assessment criteria?**

Projects will be evaluated based on the following:

- Innovation and creativity
- Robustness of measurement and evaluation framework for the project
- Measurable outputs and targets
- Replicability, longevity, and legacy. Demonstration of commitment to the project after the funding period
- Cost effectiveness and value for money

**Q22. I applied previously and my application was successful, can I apply again?**

Yes

**Q23. Will there be assistance available to organisations to complete the application?**

Two online sessions will be held to provide information about the Fund and answer questions for prospective applicants. They will take place on Microsoft Teams on the 30 October 2023 and 13 November 2023. Details of how to register available here:

[nlwa.gov.uk/campaigns-and-projects/north-london-community-fund](https://nlwa.gov.uk/campaigns-and-projects/north-london-community-fund)

You can also send us your questions by email to [wastepreventionteam@nlwa.gov.uk](mailto:wastepreventionteam@nlwa.gov.uk) and we will respond to you directly. We will publish all questions and answers provided to potential applicants on our website, [here](#), for the purpose of transparency. Those questions will remain anonymous and no identifiable information about the person/organisation who submitted them will be made public.

**Q24. Will we need to monitor the impact of the project?**

Yes, you will need to be able to demonstrate the impact of your project. For example, it can include number of events, the number of people you engaged with, the change in level of awareness or skills of participants. You will be expected to attend a progress meeting with us at the mid-point of your project and at the end. You will be expected to complete reporting templates, those documents will be provided to you at the start of the project by NLWA.

### **Q25. How do we apply for the Fund?**

Use the electronic application form on the following page of our website to submit your proposal, [here: North London Community Fund | NLWA](#)

You can save your application form as you work on it. You will be prompted to create an account with Jotform when you save it. When you have submitted the final version, you will be able to download a copy.

If you are experiencing any difficulty with accessing the form or completing it, please email us for support [wastepreventionteam@nlwa.gov.uk](mailto:wastepreventionteam@nlwa.gov.uk)

### **Q26. What happens after we submit our application?**

Applicants will be notified by email as soon as possible on the outcome of the application once the evaluation period is completed.

### **Q27. When do applicants hear about the outcome of the Fund?**

Applications will be evaluated in January 2024. It is our intention to formally advise both successful and unsuccessful applicants in February 2024. However please note that we do not know how long evaluation will take until we know how many applications we must assess.

### **Q28. What supporting documents will we need to provide?**

Applicants will need to provide the following documents:

- Audited accounts for the last financial year
- Environmental policy
- Health and Safety policy
- Equal opportunities policy
- Public Liability Insurance
- Employers liability insurance
- Registration/ Certification
- Enhanced DBS [if applicable]
- Evidence of funding from the Third Party [if applicable]

### **Q29. How is the money paid?**

Recipients of the fund will need to be set-up on the NLWA payment system. This process takes between 1 to 3 weeks. Invoices will then need to be submitted to NLWA for payment. Payments are made on our behalf by Camden Council.

### **Q30. Will we need to submit any receipts or record what we have spent the money on?**

Yes. Proof of spending needs to be submitted along with the financial report. Full guidance will be provided for this by NLWA at the start of the project.

### **Q31. Will NLWA help to promote our project?**

Yes. We can create a communications plan for each project, and we encourage fund recipients to participate in that so that we can support promotion of your activities. Our support could include events listings on our website, posts on our social media channels, local news articles, blog pieces and photography of activities taking place. These materials can be useful for organisations to use in future funding bids and to demonstrate successes to your stakeholders.