



BOGNOR REGIS TOWN COUNCIL

COMMUNITY INFRASTRUCTURE LEVY (CIL)

GUIDANCE FOR FUNDING APPLICANTS

In recent years the Town Council has received more than £26.5k of CIL money in relation to new developments in Bognor Regis. The funds are currently held by Bognor Regis Town Council and any expenditure will be reported in accordance with the regulations. CIL receipts for developments are expected for the next few years, but the exact amounts are not known until calculated by Arun District Council (ADC). Town and Parish Councils receive their CIL allocation from ADC twice a year, in April and October. Bognor Regis Town Council should mirror this and consider any CIL funding bid applications in May and November each year.

Who can apply

Anyone in our community can put forward a CIL project proposal for us to consider adding to the Town Council's CIL Spending List, as long as it meets the criteria as detailed in Appendix A.

We welcome applications from local:

- voluntary and community organisations.
- registered, exempt or excepted charities.
- charitable incorporated organisations (CIO).
- not-for-profit companies limited by guarantee - you must be a registered charity or have a not-for-profit 'asset lock' clause in your articles of association.
- a community interest company (CIC).

Considerations: The Council is unable to fund any political or religious organisations, or statutory bodies. Any capital spends (infrastructure) must be situated within the Parish of Bognor Regis.

The Project

We want to fund projects that work to make positive changes in our community. We want to support projects that involve people and communities from Bognor Regis from the start. So, it's important to us that you involve the community in the design, development and delivery of the activities you're planning.

How Projects will be selected

The Town Council's Planning and Licensing Committee will periodically review the CIL Spending List following receipt of CIL funds and may resolve to award funding on the basis of current priorities and available funds. These meetings are open to the public; however, the Committee may move into confidential business if commercial sensitivity is required in order to achieve best value for public money.

Points to note:

Inclusion on the CIL Spending List or meeting some or all of the criteria for CIL ranking, does not commit the Town Council to fund the project; all Council spending decisions are made by a majority vote.

What happens next

We'll email to let you know we have received your CIL Funding Bid Request form.

- We may ask for more information before considering adding your project idea to the CIL Spending List.
- After the relevant Planning and Licensing Committee Meeting has taken place, we'll be in touch to let you know if your proposal is being included in the Town Council's CIL Spending List.
- Following a periodic review of the Town Council's Spending List, we will let you know if your project has been awarded funding – and what the next steps are.