



Lichfield
District Council

CONFIDENT
PROSPEROUS
ACTIVE
GREEN

2027–2030

Community and Voluntary Sector (CVS)

Funding Prospectus



Introduction

Across the district we are fortunate to have a strong, vibrant and diverse voluntary and community sector. It plays a key role in supporting residents and local communities, especially people who need extra support.

Our Lichfield District 2050 Strategy identifies the long-term outcomes we want to achieve for our district and makes clear that partnership working is essential to delivery. We value our strong relationship with the local voluntary and community sector and want to continue to strengthen it. Through this Community and Voluntary Sector (CVS) funding prospectus, we are seeking proposals that help deliver the strategy in practical ways, respond to local needs, and contribute to a positive long-term legacy for Lichfield District.

How this prospectus supports the Lichfield District 2050 Strategy.

This prospectus is designed to help translate the Lichfield District 2050 Strategy into practical action. We are looking to invest in projects that contribute to the strategy's four outcomes, reflect the spirit of "Together We Will", and show how the voluntary and community sector can work with the Council, residents and other partners to deliver long-term change. We welcome proposals that are ambitious, rooted in local need, collaborative in approach, and able to demonstrate lasting benefit for people and places across the district.

The aim of the funding is to provide vital support to the sector so that organisations can help us deliver confident, prosperous, active and green communities. We want to prioritise funding where the voluntary and community sector can have the greatest impact, work effectively with partners, and create lasting benefits for residents and places across the district.

We welcome applications that can contribute to one or more of the four Lichfield District 2050 outcomes:

Confident Communities	We will be the place where people across the UK aspire to live Confident communities are places that are inclusive, resilient, and self-assured, where people take pride in their living environment, respecting and supporting one another regardless of background. A confident community is a cohesive, healthy, safe, prosperous, and happy place. It collectively tackles disadvantage, exclusion and powerlessness and strives to provide a high quality of life for everyone that lives there, across all age ranges.
Prosperous Communities	We will enable Lichfield, Burntwood and our villages to flourish A prosperous community is one with economic wellbeing, where traditional and new business sectors succeed side by side and where innovation is commonplace and improves opportunity for all people and all areas of a place. We want Lichfield District to be recognised as a place where business succeeds, for our entrepreneurs and businesses to thrive and for our local workforce to share in the wealth they generate.
Active Communities	We will make Lichfield District the most active in the UK We know around 38% of adults and 60% of children and young people in our district are not active for recommended weekly levels and we want to change this. We want the very best sports and leisure facilities in our district. But it's not just about sports, we also need to encourage more community gardens, farms, and allotments, and to work with our schools to maximise the benefits of clubs and activities they offer. Active communities are places where everyone can access the activities and facilities that suit them, whether they are a competitive athlete, or someone who is starting out to get moving and improve their wellbeing, and everything in-between.
Green Communities	We will create the greenest district in the country Green communities are committed to the whole of the environment not just climate change; they have strong wildlife recovery, vibrant biodiversity, development that protects and enhances nature, and networks of sustainable travel routes connecting communities. We will work to incorporate consideration for the climate and environment across all our operations and agree priorities for nature recovery locally where we will map and outline projects to create and improve habitat for nature and wider environmental goals.

What we want to fund

We want to fund projects and activities that clearly contribute to one or more of the four Lichfield District 2050 strategic outcomes identified above, respond to evidenced local need, and show where the community and voluntary sector can add the greatest value. We would particularly welcome proposals that are collaborative, preventative, innovative, sustainable, and rooted in the strengths and assets of local communities.

Over the 3 years April 2027 - March 2030 we have **£1,172,367** available to award, £500,000 for community transport projects and £672,367 available for all other projects.

We want to award funding across all LD2050 outcomes and have not set indicative amounts for each one. The award per organisation will be a minimum of **£1,000** and a maximum of **£50,000** a year. Awards will be made across the three-year funding cycle, but organisations **do not** need to apply for funding for all three years. Continued funding over the three years will depend on performance and evidence of impact. If impact is not evidenced, and other projects better meet local needs, funding may be reallocated. Successful projects will start in April 2027.

If there is an underspend in any year, Lichfield District Council reserves the right to reopen the application process. If the award is lower than the amount requested, we may ask for a revised project plan and revised outcomes.

In your application you should show clearly how your project or organisation supports the Lichfield District 2050 Strategy and meets the following assessment criteria:

1. Demonstrates impact on one or more Lichfield District 2050 Strategy outcomes
2. Involves collaboration with other partners, including other CVS organisations
3. Evidences need within a specific group or locality
4. Reduces long-term reliance on public sector support where appropriate
5. Strengthens the sustainability and resilience of the sector
6. Makes good use of local strengths, assets and community capacity, and creates a positive legacy for the area
7. Shows how the project will deliver a lasting benefit, build community capacity, or leave a sustainable positive legacy beyond the period of Council funding.

We will assess applications against these criteria, so it is important that you address them clearly and fully in your application.

Your application should explain which outcome or outcomes it supports, where it will make a difference, and which communities or target groups it is intended to benefit.

Community transport projects

In addition to the main CVS fund, we are also inviting bids for community transport projects. **£500,000** of funding is available over the 3 years 2027-2030.

The minimum award per organisation will be £1,000 and the maximum award will be £25,000 per year.

What we mean by community transport?

Community transport includes **not-for-profit, community-led or volunteer-supported transport solutions** that help people travel where public or commercial transport is limited, unavailable or unsuitable.

Our priorities

We are particularly interested in projects that address **unmet transport need** and deliver clear benefits to residents and communities. Proposals should demonstrate how they will:

- Improve access to **employment, education, healthcare and essential services**
- Support **rural communities** or areas with limited public transport provision
- Reduce **social isolation** and enable people to stay connected to their community
- Provide **accessible and inclusive transport solutions**, particularly for older people, disabled people, and those facing additional barriers
- Enable access to **community activities, green spaces and physical activity opportunities**
- Support **low-income households or individuals experiencing financial hardship**
- Contribute to **environmental sustainability**, where possible (e.g. shared transport, low-emission vehicles).

Examples of eligible activity

This list is not exhaustive, but examples of projects we would expect to see include:

- Volunteer driver schemes
- Community minibus or demand-responsive transport services
- Dial-a-ride or door-to-door transport services
- Transport to medical appointments or support for hospital discharge
- Group transport to community activities, employment support or training
- Wheels-to-work or transport solutions that improve access to employment
- Transport linking rural communities to town centres and key services
- Community-led car share or lift schemes
- Coordination, booking systems or digital solutions that improve access to transport
- Pilot or innovative approaches to meeting local transport needs.

Assessment criteria and requirements

Applications to the community transport fund will be assessed using the same criteria as the main CVS fund, with additional consideration given to transport-specific factors. Applicants must:

- Demonstrate clear evidence of transport-related need within a specific group or locality
- Show how the proposal will complement, not duplicate, existing transport provision
- Provide a clear rationale for how the project will deliver value for money and impact
- Meet all relevant legal, safety and operational requirements (e.g. licensing, insurance, safeguarding and driver checks)
- Include a minimum of 10% match funding (capital or in-kind contributions).

Outcomes and impact

Projects should clearly demonstrate how they will contribute to one or more of the Lichfield District 2050 outcomes, and achieve measurable benefits such as:

- Increased access to services and opportunities
- Reduced social isolation and improved wellbeing
- Greater participation in community life

- Improved access for disadvantaged or underserved groups
- Environmental benefits where applicable.

Sustainability

Applicants should show how the project will be **sustainable beyond the period of Council funding**, including how services may be maintained, developed or scaled over time.

Lichfield 2050 outcomes – examples of target groups

Lichfield District 2050 outcome – Confident communities – We will be the place where people across the UK aspire to live	
Examples of where the CVS can make a difference: • Collaborating with the Council to deliver local services • Working alongside partners to support communities that need extra support • Developing community based support to enable people to use digital technology • Developing and delivering shared ideas with communities and partners • Using new technology to improve how communities can engage and have their voices heard • Engaging with communities in ways that work for them and reflect local strengths • Developing community navigators who can build positive relationships with communities • Improving understanding of communities and local needs so support can be shaped around what matters most • Supporting community leadership, local networks and trusted ambassadors	Target groups could include but are not limited to: • Local and rural communities • Communities of interest • Communities who feel disengaged • People and communities who may be less likely to engage with services or opportunities • Groups that are digitally excluded • Groups that rely on social media • CVS Support organisations • People who would benefit from volunteering

Lichfield District 2050 outcome – Prosperous communities – We will enable Lichfield, Burntwood and our villages to flourish

Examples of where the CVS can make a difference:

- Supporting those in most need of help to start up new business ventures and helping them to become more resilient
- Helping people live independently in their community
- Promoting and providing job opportunities to residents of Lichfield district
- Providing opportunities for groups and activities that support individuals who are socially isolated
- Helping residents who need advice and support on managing money and debt
- Achieving greater collaboration with partners to problem solve and help individuals with complex needs
- Supporting volunteering and a thriving voluntary and community sector
- Helping those who need extra support to get back into work

Target groups could include but are not limited to:

- People who feel socially isolated
- People benefiting from support to improve their mental health
- People with disabilities
- Older people who are socially isolated or at risk of becoming isolated
- Low income households and those experiencing economic deprivation and food poverty
- People experiencing financial hardship or economic insecurity
- People seeking employment, training or skills opportunities

Lichfield District 2050 outcome – Active communities – We will make Lichfield District the most active in the UK

Examples of where the CVS can make a difference:

- Helping older adults and people who may face barriers to participation to stay active or become more active
- Supporting every child and young person to have the opportunity to do regular physical activity.
- Supporting community-based approaches that reduce social isolation and improve personal wellbeing
- Providing activities that engage people to have healthy lifestyles and be more active preventing ill health.
- Helping those who need help with substance misuse issues
- Providing support that improves mental health and emotional wellbeing
- Helping people who need help to achieve and maintain a healthy weight
- Providing positive activities for children and young people who may face disadvantage or additional barriers

Target groups could include but are not limited to:

- People who feel socially isolated
- People benefiting from support to improve their mental health
- People with disabilities
- People who need to be more active
- Children and adults who are inactive and not of a healthy weight.
- People who would benefit from volunteering opportunities
- People with addictions
- Provide support and activities to prevent long term illness including people with dementia

Lichfield District 2050 outcome – Green communities – We will create the greenest district in the country

Examples of where the CVS can make a difference:

- Supporting activities that provide better access to green spaces and help enjoyment of parks
- Helping groups maintain and improve the natural environment in their local community
- Helping bring about environmental improvements and increasing biodiversity
- Supporting activities that help address climate change and offset environmental impact
- Warmer homes
- Environmental education projects and events
- Wildlife studies, surveys, and monitoring work for habitats and species

Target groups could include but are not limited to:

- People who would benefit from the outdoor environment
- Children and young people
- People who may face additional barriers or need extra support to take part
- Children and young people at risk of exploitation
- People who would benefit from volunteering

Who can apply for funding?

- Any formally constituted not-for-profit community group serving Lichfield district
- Locally based Community Enterprises and Charities
- Collaborative partnership bids from 2 or more partners (with a lead partner clearly identified)

What can be funded?

- Any project or activity that benefits the community and meets the requirements of this prospectus. This can include small capital elements within a wider proposal and/or revenue costs.
- If the project or activity includes the purchase of equipment, the application must explain how the equipment will continue to be used for future activities that benefit Lichfield District residents.
- Staffing costs can be funded if they are directly linked to the project or activity being applied for.

What cannot be funded?

- Organisations that cannot provide documentary evidence that they have the required governance and policy framework in place
- Any school curriculum-based activity
- Any projects for the sole benefit of an individual
- Events or activities where the principal aim is to raise funds for another organisation
- Political or religious activities or events (although secular activities promoted by faith based groups are welcome)
- Projects that are being entirely subcontracted to another party
- Any projects that are a statutory duty of public bodies (excluding Lichfield District Council) unless they are an enhancement to existing service delivery
- Projects/ activities which happened prior to receiving notification of an award. Applications cannot be made in retrospect
- Projects being delivered outside the Lichfield district boundary unless they benefit Lichfield district residents
- Any VAT recoverable by the grant applicant is deemed to be an ineligible cost funded by this grant; however, any VAT that is irrecoverable by the grant applicant is deemed to be an eligible cost. The payment of grant funding is based on the eligible costs submitted in the grant application. Therefore, the Council shall not be obliged to pay any VAT to the grant applicant over and above the approved grant funding.

What successful applicants will need to demonstrate

- How it supports the Lichfield District 2050 strategy outcomes
- Evidence of an understanding of need and how the project / activity will address this need
- Evidence of how the project will be targeted to have the maximum impact
- How the project addresses the cross-cutting criteria
- The organisational capacity and financial management skills to enable successful delivery of your project / activity

- A breakdown of costs and other funding contributions
- What success will look like and how it will be demonstrated
- The ability to adapt a project/activity if changes will better impact on outcomes
- Evidence of an exit plan and/or how you will make the project or activity sustainable and leave a positive legacy when funding ends.

If you cannot meet these requirements, your application will not be assessed.

How much can you apply for?

We want to award funding across all outcomes and have not allocated specific amounts to each one. We are looking to fund projects or activities with an annual value of at least £1,000 so that the funding can make a demonstrable difference and contribute to Lichfield District becoming a greener, more confident, prosperous and active place to live and work. We are unlikely to award more than £50,000 per year to any one organisation so that we can support as many organisations as possible. The maximum award for a Community transport project will be £25,000.

If you are looking for a smaller amount of funding there are several other options, for example:

- [We Love Lichfield Fund](#)
- [Lichfield Community Lottery](#)
- [Staffordshire Commissioner Community Funding](#)
- Other local or national grant programmes may also be available, depending on the size and purpose of your project.

Funding advice and opportunities can also be sought from [Support Staffordshire](#) or from the [Community Foundation for Staffordshire](#).

Your application must include match funding – we require a minimum of 10% of the project costs to be met by match funding. Contributions from other funding sources will strengthen your application. Contributions in kind, such as volunteer time or free use of a venue, can be counted as part of your contribution. If you include volunteer time, please show the hourly rate used.

Lichfield District Council reserves the right to request additional information from applicants, including but not limited to:

1. Identification of risks and how these will be mitigated
2. Key performance indicators and targets
3. A detailed exit plan
4. Presentation of project proposal to the Assessment Panel
5. Quarterly performance reports.

What is the application process?

Applications must be completed using Microsoft Forms via the link provided.

To be considered for assessment, all applicants must:

1. Complete the application form, including the declaration, by the deadline.
2. Be able to provide electronic or scanned copies of the following documents and policies relevant to the organisation making the application. These should have been developed or reviewed within

the last three years:

- Constitution
- Your latest annual report (if produced) and annual accounts, or for newly established organisations, financial statements covering at least six months of operation
- Health & Safety Policy and when it was approved or last reviewed
- Equalities and Diversity Policy (for service delivery) and when it was approved or last reviewed
- Public Liability Insurance certification
- Children's Safeguarding Policy and when it was approved or last reviewed *
- Adult Safeguarding Policy and when it was approved or last reviewed *

*Where the project/activity involves these groups

If you cannot meet the above requirements your application will not be assessed.

Scoring of applications

Applications will be scored by a panel of officers against the published criteria, including strategic fit with the Lichfield District 2050 outcomes, evidence of need, deliverability, value for money and sustainability. Scores will then be moderated to ensure a fair and consistent approach, before recommendations are made on the allocation of funding.

If there is not sufficient funding available, you may be asked to scale down your project and show what can be delivered with less funding.

All applicants will be informed of the outcome of their application for funding. Unsuccessful applicants will be provided with the opportunity to request feedback. The decision of the Council is final. The scoring methodology can be found on the application form.

Help and advice

We welcome enquiries from potential applicants, but we also need to ensure that everyone is treated fairly and transparently. If you have any questions about this prospectus or the application process, please email CVS@lichfielddc.gov.uk.

We will respond as soon as possible. We will also keep a record of all questions and answers and publish a FAQ page on our website regularly.

Payment profile

Grant payments will be made quarterly in arrears after the grant payment request form has been completed, including the required monitoring and evaluation information. Lichfield District Council will need to be satisfied that the project is progressing in line with the agreed outputs and outcomes before the next payment is made.

Timeline

What Happens?	Timescales	Supporting Information
Application window opens The Prospectus including the application form and guidance notes will be made available online	Thursday 30 July	The prospectus, application form and guidance notes will be published online.
Applications to be submitted by	Thursday 10 September	
A scoring panel will assess applications and will make recommendations to a Member Panel chaired by the Cabinet Member for Community and Public Protection	By end of September 2026	
Cabinet approval	3 November 2026	
Successful and unsuccessful applicants to be notified	After 11 November 2026	Applicants will be notified of the outcome of their application by email after 5-day 'call in' period has completed after Cabinet approval.