**Oxford Community Impact Fund**

**Big Ideas Grant 2025-26 – 2027-28**

**Word Version**

**Introduction**

Oxford Community Impact Fund: Big Ideas Grant has allocated funding of £338,000 per year. Not for-profit organisations can apply for up to £35,000 per year for a maximum of three years.

This form is for Big Ideas grants only. The form for small grants will be available on Monday 31 March at 17.00

Unsuccessful applicants may be able to apply for funding from our Small Grants - see more details on our website however, if you are successful, you will not be eligible to apply.

**Briefing sessions**

We will be holding three optional briefing sessions to go through the application form and to answer any questions you may have. These are on the following dates and times, and you can register via the links below:

* Wednesday 12 March 11.00-12.00
* Monday 17 March 16.00-17.00
* Monday 17 March 19.00-20.00

Should you require an alternative way of receiving the information, please let us know by email at [grants@oxford.gov.uk](mailto:grants@oxford.gov.uk)

**What we are looking to achieve**

We are looking for this grant programme to help deliver the following key interconnected priorities, in line with the Council's Strategy:

* Criterion 1: Reducing inequalities in the city – score up to 60%
* Criterion 2: Evidence of providing cash match funding of at least 70% – score up to 40%

Criterion 1 gives you the opportunity to tell us what you will be focusing on and whether you wish to apply for core funding, project funding or capital funding or a combination. We want you to apply for what works best for you and your beneficiaries.

Criterion 2 demonstrates that you can provide cash match funding of at least 70%

Your application will be assessed against the criteria above. We're most interested in the difference and impact you want to make. We intend our grants to deliver a wide programme of activity, catering for the needs of our diverse communities across the city. Ensuring the right balance across these will form part of the decision making process. We welcome joint bids.

Please refer to the FAQs on our website and email us at grants@oxford.gov.uk if you have any further questions.

The data on this form will be used by Oxford City Council staff to assess grant applications and monitor grant awards.

- Please visit our website or contact us a grants@oxford.gov.uk

- Our website has a comprehensive range of in-built accessibility tools and you can find out more about them

- You can translate this form into another language (see top right of page)

- Your internet browser will also have embedded accessibility tools - for example see: Chrome, Firefox, Microsoft Edge. There are also accessibility tools that you can access via Microsoft and Apple should you need them.

The data on this form will be used by Oxford City Council staff to assess grant applications and monitor grant awards. It will be stored on Plinth and Oxford City Council's networks to meet operational and legal requirements which may be indefinitely. Full information can be found here Our Data Protection Policy | Oxford City Council and Plinth's privacy policy. Any data protection queries can be emailed to us at [grants@oxford.gov.uk](mailto:grants@oxford.gov.uk)

**Section 1: Organisation information and contact details**

All correspondence will be with the main contact person and the alternative contact may also be copied into correspondence. If we cannot contact the main contact, we will contact the alternative named person

**1. Organisation name\***

Please use the name your organisation is registered under (include any other names you may be known as in brackets)

**2. Organisation type\***

Please note we can only support not-for-profit organisations. For more information please visit our website <https://www.oxford.gov.uk/grants>

* Registered Charity
* Voluntary or community organisation (an organisation set up with a bank account with at least two signatories required to approve expenditure; it would ordinarily have a governing document – like a constitution – but is not a registered charity or company)
* Community interest company (CIC)
* Charitable incorporated organisation (CIO)
* Faith organisation e.g. a church, mosque, temple or synagogue
* School or college
* Co-operative, other social enterprise or community business
* Company limited by guarantee (if it has a not-for-profit clause)
* Housing association
* Individual
* Other

If you answered 'Other' in the question above, please explain below \*

**3. Organisation vision/mission statement\***

In no more than 50 words, please outline your organisation's vision/mission. If your application is successful, this information will be used on Oxford City Council website to inform the public about what we are funding

**4. Organisation address including postcode\***

**5. Organisation website \***

**6. Organisation social media \***

**7. Main contact name\***

This is the person we will contact in relation to this application

**8. Role within organisation \***

**9. Main contact email address\***

**10. Main contact phone number\***

**11. Alternative contact name \***

**12. Alternative contact role \***

**13. Alternative contact email\***

**14. Alternative contact phone number\***

**15. Please complete your Board and Demographics information via the google link below\***

<https://tinyurl.com/Board-and-Demographics>

If you have any problems accessing this form please email [grants@oxford.gov.uk](mailto:grants@oxford.gov.uk)

**Section 2: Your grant request**

Please provide the amount of grant funding you are applying for each year. Please note the maximum funding available each year is £35,000 per application. However, we expect very few applications to be awarded at this level. If you don't require funding in any particular year, enter 0 in the box. Please write a number without a pound sign.

**16. Total funding requested\***

Please write a number without a pound sign

**17. Funding request in year 1\***

Please write a number without a pound sign

**18. Funding request in year 2\***

Please write a number without a pound sign

**19. Funding request in year 3\***

Please write a number without a pound sign

**20. What type of funding are you applying for? Tick all that apply\***

* Capital
* Core
* Project

**20a. Please briefly outline how you intend to spend the Big Ideas Grant funding \***

Max word count is 200. Please use bullet points if you prefer. There are opportunities later in the form to provide further information

**21. Please let the panel know which elements of your application you would be able to deliver if you receive 30% of your request\***

Max word count is 200. Please use bullet points if you prefer

**21b. Please upload your business plan \***

You can email this to [grants@oxford.gov.uk](mailto:grants@oxford.gov.uk)

**22. Has your organisation received any grant funding from Oxford City Council before?\***

* Yes
* No
* Don't know

**Section 3: Your key delivery partners**

This section is about your key delivery partners. We would like to know who you're collaborating with and supporting using this funding. This includes partners who: receive part of the Big Ideas Grant, receive in-kind support from your organisation as a result of the Big Ideas Grant, contribute funding to your Big Ideas work or activity, contribute in-kind support to your Big Ideas work or activity. If one of your key delivery partners is a network, please only give the network name and contact.

**24. Using the template below, please complete with the details of any partner organisations you'll be working with using this funding. If you don't have any partners, please still upload the file and add 'not applicable'\***

<https://tinyurl.com/Big-Ideas-Partner-Template>

**Section 4: Your Big Idea/s**

This section enables you to give more detail about your plans

**25. How many people will benefit from your work**

Please count numbers of staff, volunteers, participants, audiences, service users, visitors etc and enter a total number

**26. Are there any particular areas of the city that you want to focus on?\***

Select all that apply. We've listed some neighbourhood areas, however these aren't exhaustive. Please list any additional areas in the 'Other' box provided

* Barton
* City Centre
* East Oxford
* Leys
* Littlemore
* North Oxford
* Rose Hill
* South Oxford
* Whole City
* Other

If you selected 'Other' please tell us which areas you plan to work in below\*

**27. Are there any particular groups of people who will benefit from your project or activity?\***

Select all that apply. We've listed a range of groups, however these aren't exhaustive. Please list any additional groups in the 'Other' box provided

* Adults and/or children with disabilities
* Black, Asian and Minority Ethnic communities
* Children and young people
* Economically and/or socially disadvantaged
* Faith communities
* Gender-specific (e.g. female only)
* LGBTQIA+
* Older people
* People who are experiencing homelessness or at risk of homelessness
* Refugees and asylum seekers
* Volunteers
* Other

If you selected 'Other' please tell us which groups you plan to work with below\*

**28. Which of the following categories will your project or activity cover?\***

Select all that apply. We've listed a range of categories, however these aren't exhaustive. Please list any additional items in the 'Other' box provided

* Advice and justice
* Arts, culture and heritage
* Capital funding
* Community action and development
* Environment, climate change and sustainability
* Health and wellbeing
* Housing and homelessness
* Public spaces
* Skills and training
* Social enterprise or community business
* Sports and physical activity
* Other

If you selected 'Other' please tell us which categories your project / activity will deliver below\*

**29. How will you monitor your work the impact of your work\***

Please write no more than 300 words and use bullet points if you prefer

**30. What are the key risks/challenges to your Big Idea/s and how do you plan to mitigate against these? \***

Please write no more than 300 words, use bullet points if you wish. If you already have a risk register that you would like to use instead, you can upload it below (please state you have done so in the answer)

**Section 5: Criteria**

Please complete this section carefully as each answer is scored according to the percentages given below. These are all based on the criteria on our website

Information on our criteria can be found here <https://tinyurl.com/Big-Ideas-Criteria>

**31. Reducing inequalities in the city – score up to 60% \***

The key purpose of the Oxford Community Impact Fund is to help reduce inequalities in the city. Please give details about which inequalities you will focus on (e.g protected characteristics, environmental, health, socio-economic inequalities). Please include how you have assessed the needs, how you will involve the people that your project will impact and what actions you will take.

**32. Evidence of providing cash match funding of at least 70% – score up to 40% \***

We are looking to support organisations who will bring in additional funding to the city and use our grant to generate/earn additional income. Applications that attract larger levels of funding will score more highly. Please explain what additional funding/income your work or activity will generate. Please complete the form on this link

**33. Using the template below, please upload your budget and leverage for this project\***

<https://tinyurl.com/Big-Ideas-Budget-Template>

**Section 6: Application Form Feedback**

**34. Finally, if you'd like to provide any feedback, please include this here**

Please note this should be feedback on the application process only

**Section 7: Declarations**

**35. Please tick the boxes below to confirm that your organisation:\***

* Can deliver the plans outlined in this application and that these plans fall within the remit of the organisation’s aims and objectives
* Has a functioning governing body appropriate for the organisation
* Has appropriate insurance in place
* Has policies (or similar) in place in line with current legislation including Equality and Diversity, Health and Safety, Risk Management, Safeguarding, and Data Protection
* Do you work with any of the following?\*
* Children and young people under the age of 18
* Adults who may have care and support needs
* None of the above

**36. If you have selected any of the above, please tick the box to confirm your organisation:**

Has a safeguarding policy which lays out your adherence and response to: Oxfordshire Multi Agency Safeguarding Arrangements including the requirements set out by the Oxfordshire Safeguarding Adults Board and Oxfordshire Safeguarding Children Board, and their associated legal frameworks

- Safeguarding governance and structure within service organisation including policy leads.

- Safeguarding prevention and Early Help.

- Employment of staff in line with safer recruitment practices and DBS requirements.

- Escalation processes.

- A staff allegations policy.

- Appropriate level of safeguarding training dependent on employee’s role.

- Reporting and recording of safeguarding concerns.

- A whistleblowing policy for staff to report concerns about other members of staff or sub-contractor.

- Advice on information sharing and the associated legal frameworks.

- Monitoring and review of safeguarding policy and procedures. For more information, please visit [https://www.oxfordshire.gov.uk/business/information-providers/multi-agency-safeguarding-hub\*](https://www.oxfordshire.gov.uk/business/information-providers/multi-agency-safeguarding-hub*)

* I can confirm that the above is in place
* I can confirm that currently we have some of the above in place, and that all of the above will be in place prior to any Oxford City Council grant funded activity taking place
* I require further advice from your safeguarding coordinator about this
* My organisation does not work with children, young people, or adults with care and support needs

**37. Data protection consent\***

The data on this form will be used by Oxford City Council staff to assess grant applications and monitor grant awards. It will be stored on Plinth and Oxford City Council's networks to meet operational and legal requirements which may be indefinitely. The information on this form may be shared with other grant-giving or relevant bodies or members of the public who request it.

* Please tick the box below to confirm you understand and agree to this.
* Yes, I understand and agree to this
* I would rather my data is deleted in line with the statutory minimum term