

# Application Guidance

Share your idea for an exciting community project to improve your local area and you could be awarded between £500 - £20,000 funding



Your Vote, Your Community, £1.6 million to Improve It.

# Contents

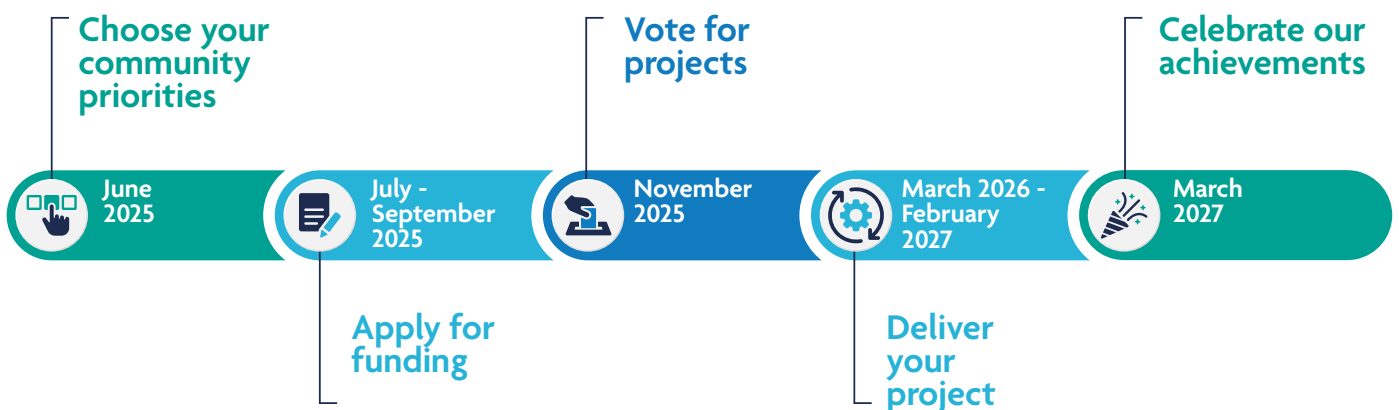
Introduction	3
How does it work?	3
Where does the funding come from?	6
General guidance	6
Submitting your application	7
Need some support	7
Priorities put forward for voting in June 2025	8
Locally Voted Priorities July 2025	9
Complete your application form	10
1. About yourself	10
2. Project description	11
3. Essential criteria	12
4. Your budget	13
5. Project delivery	15
6. Project evaluation	16
7. Submitting your application	16
8. Declaration	16
Video and audio applications	17
Youth-led project criteria	19
Conditions of the grant	21
Frequently Asked Questions	22
Additional funding from the Royal Docks Team	26
Community neighbourhood teams	28



## Introduction

People Powered Places is Newham Council's flagship participatory budgeting programme, where you get to decide how £1.6 million of funding is spent locally. With £200,000 allocated to each of the eight neighbourhoods of Newham, this is your chance to make a real difference in your community.

## How does it work?





## Step 1: Choose your community priorities

The People Powered Places Big Launch event took place on 3 June 2025, bringing residents together to learn how they can shape their local community and help decide how £1.6 million will be spent across Newham over the next two years. During the event, the six borough-wide priorities for Newham were announced (available in the [Priorities put forward section](#) of this document), and residents had their first opportunity to vote for their priorities online and in-person.

Between 30 June – 18 July 2025, residents attended their respective neighbourhood ‘Our Ideas’ events to discuss project ideas that improve the area and meet local priorities. Project ideas were also shared with experts at these events. The final opportunity for residents to vote was at these events, where the top 3 voted priorities were announced. You can find out the top 3 voted priorities for each neighbourhood in the [Locally Voted Priorities July 2025 section](#).



## Step 2: Apply for funding

From 18 July, residents and young people (who live, work or learn in Newham), as well as voluntary, community or faith sector organisation (VCFS) can apply for funding. Residents can apply for up to £5,000, youth-led groups can apply for up to £10,000 and VCFS organisations can apply for up to £20,000.

All project proposals are reviewed and scored by residents on our Working groups and council services. Internal services also review project proposals to assess feasibility of each project. This is the shortlisting phase.

By the end of October, all shortlisted projects are put forward for voting. Applicants will be notified by letter whether they’ve been shortlisted. Feedback will be given to unsuccessful applicants wherever possible.



## Step 3: Vote for projects

In November 2025, voting will be open online on Newham Co-create, the borough’s online participation platform. In-person voting will also be available at local events, libraries and community centres. Projects with the most votes will receive funding, up to a total of £200,000 per Community Neighbourhood.<sup>1</sup> Results will be announced in January 2026, and support will be offered to unsuccessful applicants to help them explore other funding opportunities where possible.

<sup>1</sup> Please note that this amount may differ slightly from one Community Neighbourhood to another when funding that hasn’t been spent in previous cycles has been brought forward to this cycle.



## Step 4: Deliver your project

From March 2026, all successful applicants will have a full year to deliver their project until 28 February 2027. Project leads will need to sign a grant agreement and deliver their project within this timeline. Monitoring of each project will be done by Working groups through monitoring visits and progress checks. Funding will be released in three instalments of 50%, 25% and 25% of the grant, subject to monitoring forms being completed by the project leads.

Project leads will need to complete an evaluation form at the end of the delivery period to demonstrate the impact of the project. Project leads will also be asked to showcase their progress at local events during the delivery period. Support will be available at 'project clinics' throughout the year and via the local Community Neighbourhood teams.

Between January and March 2026, the programme will be evaluated, and project leads will be invited to give feedback about their experience.



## Step 5: Celebrate our achievements

In March 2027, a community event will be organised to celebrate all the achievements from projects funded across Newham.

# Where does the funding come from?

These funds are collected through the Neighbourhood Community Infrastructure Levy (NCIL) from new developments in the borough. They support community projects aimed at improving local neighbourhoods. The essential criteria for NCIL funded projects are as follows:

1. All projects need to help with the development and growth of the Community Neighbourhood area
2. All projects need to either:
  - improve our public spaces and infrastructure (see the [Neighbourhood Community Infrastructure list 2025-26](#) or on Newham Co-create or ask for a copy at your local library)
  - improve the health and wellbeing of the local community as per [London Borough of Newham's Corporate Plan](#)

NCIL funding is closely monitored, and all allocated funding will need to be matched with relevant invoices and receipts, to be sent with monitoring forms.

We will use the information you provide us to assess whether your project:

1. Meets the law which controls how we can spend this money.
2. Addresses the local priorities identified by the community.
3. Can be delivered by 28 February 2027.

## General guidance

Use this document for information and guidance on completing your application form.

Make sure that you complete the application form in as much detail as possible so that the Working group can accurately assess and score your application. Please read this guidance carefully to ensure you understand how it works and that this funding is right for your project.

If your project takes place in a public space, you must carry out a community consultation before submitting your application. This ensures you have support from the local community that will be directly impacted by your project.

Depending on where your project is located, you might need permission to use the land or premises for your project. This includes any event that takes place in a park. Please make sure you indicate if your project will need permission in the project description and include any related fees in your budget section of this application form.

If your project requires equipment to be installed in a public space, this will need to be purchased and installed by our services in accordance with our policies and agreed suppliers. Please refer to the Catalogue of costs (available on your Community Neighbourhood Cocreate Page) to fill the budget section if this your case. If your project needs maintenance, make sure you include this in your budget and delivery plans.

All funded projects will need to have appropriate policies, insurance and risk assessments in place, such as a safeguarding policy if working with children, young people or vulnerable adults.

Further guidance is available in the following sections of this document, including conditions of the grant and FAQs. As we've introduced the availability of youth-led projects in this cycle, information on its criteria is also available below.

# Submitting your application

The deadline to submit your application is **Sunday 14 September 2025 at 11pm**.

You can submit your application form in the following ways:

- via the online platform [Plinth](#)
- send your written or word documented form to your local Community Neighbourhood Team using the email details provided on the last page of this document
- by posting or bringing a copy to your local library
- Send a video or audio recorded application (instructions available below)
- Due to recent changes, the deadline for youth-led applications is Sunday 21 September at 11pm.

## Need some support

Three online support clinics will be held on Zoom to answer all your questions about application forms.

These support clinics will be held online in July 2025:

**VCFS-led Projects: Tuesday 22 July 5-7pm**

**Resident-led Projects: Thursday 24 July 5-7pm**

**Youth-led Projects: Wednesday 30 July 5-7pm**

Recordings of the clinics will be available to watch on Newham Co-Create.

Additional clinics will also be held in local libraries for each Community Neighbourhood. Find out more on Newham Co-create or contact your Community Neighbourhood team directly for support (contact details at the end of this document).

# Priorities put forward for voting in June 2025



## Health and wellbeing

People in Newham have poorer health outcomes than the population overall. This theme includes improving health and social care, tackling health inequalities and responding to the cost-of-living crisis. It also includes topics like life expectancy, loneliness and isolation, ageing well and mental health.



## Inclusive economy

Newham's employment rate is lower than that of the UK. This theme includes inclusive economic growth, improving quality of life for all, supporting local businesses and creating accessible learning opportunities and job opportunities. It also includes topics like financial wellbeing and food security.



## Environment and public spaces

Air pollution in Newham is worse than anywhere else in London. This theme includes making neighbourhoods quieter, safer and cleaner and responding to the climate emergency. It also includes improved public spaces, including parks, community gardens and green spaces; and cleaner environment, including reducing fly-tipping and air pollution.



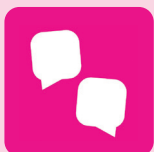
## Community safety

There has been a substantial drop in the proportion of people feeling safe in Newham. This theme includes improving women's safety, tackling the roots of crime and anti-social behaviour, raising awareness around hate crime and women's safety. It also includes building trust and accountability in Community Safety services and improving feeling of safety during the day and at night, including in parks and open spaces.



## Youth empowerment

Newham has the second youngest age profile of any borough in London. This theme includes enabling all children and young people to reach their potential, be safe, happy and healthy regardless of their background. It also includes youth safety, activities for children and young people, play, school readiness and high-quality childcare.



## Community development and participation

Around a quarter of residents agree that they can influence decisions in their local area. This theme includes increasing people's involvement and sense of belonging to their local community, improving the sense of getting on well together, being satisfied with the area and increasing participation. It also includes topics like volunteering, culture, interfaith and intercultural dialogue.

# Locally Voted Priorities July 2025

Beckton & Royal Docks	 Health and Wellbeing
	 Community Safety
	 Community Development & Participation
Custom House & Canning Town	 Health and Wellbeing
	 Community Safety
	 Youth Empowerment
East Ham	 Health and Wellbeing
	 Community Safety
	 Community Development & Participation
Forest Gate & Maryland	 Health and Wellbeing
	 Community Safety
	 Environment and public spaces
Green Street	 Health and Wellbeing
	 Community Safety
	 Community Development & Participation
Manor Park	 Health and Wellbeing
	 Community Safety
	 Youth Empowerment
Plaistow	 Health and Wellbeing
	 Community Safety
	 Youth Empowerment
Stratford & West Ham	 Health and Wellbeing
	 Community Safety
	 Community Development & Participation

# Complete your application form

## 1. About yourself

### Resident-led / Youth-led / VCFS-led group

The information requested in this section helps to identify the applicant and the members involved in the project. This is also required to show your project has the appropriate structure, and the group is genuinely rooted in the Newham community.

If a Resident-led project is delivered by an unconstituted group, they are required to provide a Terms of Reference document. This is a document that explains what a project, group, or committee is supposed to do as well as the group's purpose, tasks or responsibilities and who is involved.

If an applicant is part of a group managing the project (excluding prospective volunteers), you need to provide the group name and the names of the group members. Ensure you have the necessary permissions from your group and/or organisation to apply.

To ensure fairness for all who apply for a grant, we require all applicants to declare if they have an existing relationship with anyone of the following:

- A member of the People Powered Places Working group from any community neighbourhood
- A Newham Council employee
- An elected member of Newham Council (councillors)
- Another applicant of the People Powered Places 2025-27 programme
- This includes personal, professional, or financial relationships that could be perceived as influencing the application process.

If you are unsure whether a relationship constitutes a conflict of interest, we encourage you to declare it or contact your Community Neighbourhood Team. Failure to disclose a relevant conflict may result in your application being withdrawn.

### Contact details of the Project Lead submitting this project

This section requires contact information of the individual applicant who is leading the project. This would be the main point of contact between the project and Newham Council.

The contact details of the Project Lead are required so that there is a point of contact for updates, questions, and support throughout the application and delivery process. For VCFS and Youth-led applications, you may provide social media accounts of the applicable organisation or school. Resident-led groups may provide their personal social media accounts; this is not mandatory.

For Youth-Led projects, Newham Council will contact the partner organisation in the first instance to establish the best ways to communicate with the group.

## 2. Project description

### Project location

Here is the list of the 8 Community Neighbourhood and their wards.

<b>Beckton &amp; Royal Docks Wards</b>	Beckton, Royal Albert, Royal Victoria
<b>Custom House &amp; Canning Town Wards</b>	Canning Town South, Custom House, Canning Town North
<b>East Ham Wards</b>	East Ham South, East Ham, Wall End
<b>Forest Gate &amp; Maryland Wards</b>	Maryland, Forest Gate North, Forest Gate South
<b>Green Street Wards</b>	Boleyn, Green street East, Green street West
<b>Manor Park Wards</b>	Manor Park, Little Ilford, Plashet
<b>Plaistow Wards</b>	Plaistow North, Plaistow South, Plaistow West & Canning Town East
<b>Stratford &amp; West Ham Wards</b>	Stratford, Stratford Olympic Park, West Ham

If the project will be run in a public space, private land or in a premises not owned by the individual or group leading the project, you will be required to gain permission from the landowner to use the space. For further information on how to request planning permissions, please refer to the Catalogue of Costs or contact your Community Neighbourhood team (details on the last page).

### Project details

The project name and summary is your opportunity to stand out and show how it represents what you are trying to do. Make sure that your application form is detailed enough for someone who has never heard of your project to understand how it will be delivered. You don't need to write long paragraphs but you do need to be precise. Refer to the word count for each question to get an idea of what is expected.

Project beneficiaries are the people or groups who will participate and benefit from a project.

To provide evidence that your project is needed, a consultation is a way of making sure that your project is supported by the local community and that no one will be negatively impacted by your project. For example, if you want to fund a park-let in your street, you will need to speak to your neighbours to make sure they know and agree with your project idea. This can be done in several ways such as door-knocking or questionnaires.

If you are unsure about how to do a consultation, please speak to your Community Neighbourhood team.

## 3. Essential criteria

### Your neighbourhood local priorities

You need to describe how your project helps to address at least one of the three local priorities that was voted for by the community neighbourhood. The three priorities were announced during the neighbourhood Our Ideas events in June-July 2025. Please refer to the locally voted priorities in your neighbourhood in the [Locally Voted Priorities July 2025 section](#).

### Neighbourhood Community Infrastructure Levy and Corporate Plan criteria

People Powered Places is funded by the Neighbourhood Community Infrastructure Levy and is part of the corporate plan of Newham Council. Please refer to:

- [The 2025-26 Neighbourhood Community Infrastructure Levy list](#)
- [Corporate Plan for London Borough of Newham Council](#)

In line with the Government's Community Infrastructure Levy (CIL) Regulations, the CIL Neighbourhood Fund is allocated to support local initiatives that contribute to the delivery, enhancement, replacement, operation, or upkeep of infrastructure- or any other projects that help address the impact of development on the local area. The 2025-26 Infrastructure list identifies eligible improvements such as community facilities, public spaces and public infrastructure. The Newham Council Corporate plan outlines the borough's long-term priorities to promote health and well-being including sustainability, safety and inclusion.

All applicants need to demonstrate how their proposed project is not only locally supported but can also contribute towards Newham Council's priorities and development goals.

## 4. Your budget

### Project costs and timeline

The budget section is important for the working group to understand how you will spend the grant. It will also help you to make sure that you are asking for the right amount of funding. Make sure you break down the different costs and that it helps us to understand how you will deliver what you have described. If your project needs to be fully or partially delivered in a public space, please refer to the Catalogue of Costs to make sure your budget is accurate.

Please ensure to add maintenance costs and contingency costs to make sure your project is sustainable and resilient. Maintenance costs are related to logistical day to day running costs of the project. These costs must be included clearly, outlining any details within the budgeting section of the application form. These costs could include bills, rent and other organisational overheads. Contingency costs are a provision to cover any unexpected expenses the project may incur.

The timeline needs to describe any key milestones and/or describe what actionable progress in the delivery of your project will look like, when you expect to have these actioned and its approximate costs. This must be within the March 2026 – February 2027 delivery period. Please see below example:

Approximate Date/s	What you expect to achieve by this date	How much of your budget do you expect to have spent
Example: 01/03/26 - 30/06/26	Three youth training workshops at Stratford Youth Zone	£1,500
Example: 01/07/2026 – 30/09/26	Two summer outings with young people	£1,200
Example: 01/10/2026 – 31/10/2026	Youth training graduation event at Stratford Youth Zone	£900

This helps to show that the projects intended output can be delivered within the delivery period and budget as realistic and as accurately as possible. This will be valuable when Community Neighbourhood Teams and Working Groups are monitoring your projects' progression.

Project leads may use this guidance when factoring in costings for expenses, to ensure value for money and avoid misuse of funds, and account for any unforeseen costs. The following recommendations are based on previously funded projects.

## Salary and volunteer expenses

Volunteer expenses are reasonable expenses that may be reimbursed by the project lead. Your group may have or create its own volunteer policy. Where expenses are not covered, this will be clearly highlighted and made clear. A guideline for travel expenses (using public transport) should be up to £5 per day and refreshments £5 per day. In total, it will be £10 per day for each volunteer. Any additional costs may be reasonably reimbursed upon decision of the project lead and its members.

Resident-led projects cannot claim a salary from their budget.

VCFS-led projects can claim salary expenses for the delivery of the project. Salaries for staff employed to work specifically on the funded project could include project coordinators, officers, administrators etc. Basic salaries, costings and breakdowns must be provided on request, usually alongside monitoring reports/forms.

### Example table of salary expenses

Job Title	Estimated Salary
Admin Staff	£13.85 p/h (London living wage)
Project Coordinator	£15 p/h
Project Manager	£20 p/h

Organisations for Youth-led projects can claim salaries from their budget. If the organisation has a Reward and Recognition Policy, you can reward young people involved in leading the project financially, up to London Living Wage.

Please include fees for third party partners or professionals who work as freelancers or experts in any given field, in the budget section separately from core staff.

If you are purchasing items worth £5,000 or above, you are required to request quotes from at least three different suppliers to ensure items provide the best value for money. For purchases below this amount there is still a requirement that best value is to be achieved and seeking competitive quotes is often the best way to demonstrate this.

Alcohol is strictly not permitted to be included in project expenses.

## Funding details

Value for money is one of the essential criteria that the working group will assess. We will assess how much you are applying for and review through your budget and timeline how you will effectively spend the money to complete the project. If you are unsure about how to cost your project, you can join a support clinic or speak to your Community Neighbourhood team.

All Resident-Led projects will be paid through Newham Council's third-party banker Compost London CIC. A 3% fee is deducted from the total amount of the grant for this service. You will need to include this in your budget breakdown.

## 5. Project delivery

### Who will deliver project

You need to state each individual that will be directly involved and describe their role (if applicable) and contributions to the project. If there is a possibility of indirect involvement from additional residents and/or young people, ensure to provide information as to what they may do to support the project.

Having volunteers is encouraged to ensure the project can sustain itself, although it is not required. By having volunteers, your project can show that it will have support from their local community. If your project has volunteer support, you should set out how many volunteers you anticipate having, and what tasks they will be involved in.

You will need to describe any proposed third-party involvement in the delivery of the project and the measures that will be taken to ensure delivery timescales and cost control is managed such as inflation of material costs over the next 2 years. If a third-party is going to deliver the project, you need to provide a formal statement from them that they agree to deliver the project if it receives funding and provide evidence of this as an appendix to your application.

Youth-led projects must demonstrate that children and young people (CYP) are involved in making critical decisions about the ideas, aims and purpose of the project. This can involve designing and managing the project, being part of budgeting decisions, delivering activities and monitoring and evaluation. Projects can be led and delivered by CYP, or they can be co-designed and co-produced by CYP alongside adults, depending on their age and ability. For further information on how to provide evidence of this, please refer to the Youth-led project guidance section below.

### Project sustainability

In this section, you need to confirm whether your project will be fully completed within the delivery timeframe or if you plan to continue or expand your project after February 2027. If the project intends to be fully completed within the delivery timeframe, please confirm this in the application. If you estimate further support is needed after February 2027, describe the support in both financial and non-financial terms, factors like:

- Whether you may seek further grant funding
- Whether members directly involved in the project will continue to support it
- You may require further indirect involvement from residents, young people and organisations
- There are aspirations to expand the reach of the project to other neighbourhoods

Listing potential risk factors are especially needed when running indoor/outdoor/online events, training, or activities. A risk assessment is the process of identifying what hazards are likely to exist or may appear through the activities involved in your project, how they might cause harm and what steps you will take to minimise potential harm. You can undertake the risk assessment yourself by first considering all the activities and work areas involved in the project, and looking at where there is potential for harm.

## 6. Project evaluation

Consider your project idea and its aims, why it is needed, who it intends to reach and what you consider the benefits of this project. In this section, you need to demonstrate how you will measure these benefits and quantify their outcomes. This is your opportunity to describe what you think success looks like and how many people will benefit from it.

For example, if your project aims to teach young people new skills, you can quantify the benefits by estimating the following factors:

- How many young people get involved in the project and successfully complete the skill programme e.g. I aim to enrol over 100 young people to help them learn a new language and have over 70 young people complete the course
- How many young people apply the learned skills in their personal and school lives e.g. 40 young people have reported to use the training in school for exams
- Increased improvements in their academic achievement e.g. 40 young people reported higher grades
- Indirect improvements for young people such as increased school attendance or employability

You can also show the benefits by asking those who partake in the project their experience and what they thought and felt about it.

You will also need to show how you will track the success of your project. You may need to consider surveys, testimonies or other types of feedback methods.

## 7. Submitting your application

Newham Co-create is Newham's online participation platform. It is used to inform residents of the progress of all ideas and projects. Residents will also be voting for their favourite projects on this platform so it is important that you manage your project tile to make it as informative as possible.

As well as submitting your application form, you need to post a short summary of your project onto Newham Co-create by clicking on 'Submit your idea'. Please make sure to use the same name for your project idea on Co-create that is stated in your application form.

Add a project summary on your neighbourhood page. You can submit your project description (via the Add a project link) on your Cocrete Community Neighbourhood page.

If you are unsure of how to upload your project brief, contact your Community Neighbourhood team.

## 8. Declaration

It is highly recommended that you complete this section once you have fully completed all applicable sections of the form. By completing this with a signature and date, you are confirming that you have provided information as truthfully and accurately as possible and you understand and agree to the terms of the grant. Be sure to notify all named members in this application the terms and conditions of the grant before submitting the form.

For youth-led projects, a signature from the youth-led member lead and confirmation of youth involvement in completing the project is to ensure the project is adhering to the principles explained in the Youth-led project criteria section in this guidance document.

# Video and audio applications

Along with online and written application forms, you can also apply with a video or audio recording. Please read the following guidance on how to submit a video or audio recording:

## Completing your application form

Please make sure that your video or audio recording provides as much applicable information in the form. You can request a paper version from your Community Neighbourhood Team to view all questions.

The application form requires some information that may be difficult to answer in a video and audio format, for example the questions asked in the Your budget section. If you require additional support to complete this, please contact your Community Neighbourhood Team.

## How to make your video or audio recording

- **Length:** The video should be no longer than 15 minutes to answer the applicable questions. Be conscious to keep responses within the word count limit of some questions in the application form
- **Content:** Start with a brief introduction of yourself then follow the structure of the application form, covering all required information systematically. Speak clearly and at a moderate pace. If you are recording a video, use good lighting to ensure your face is visible
- **Sound Quality:** Ensure the sound is clear so we can hear what you are saying. Avoid filming in places with too much background noise, such as outdoors. Make sure the recording is at a suitable volume so we can hear you clearly and accurately transcribe your answers
- **Language:** The video does need to be in English
- **Consent:** If you are going to take videos of people taking part in your activities, please make sure you get their consent, and they are also named in the application
- **Editing:** If necessary, edit your video or audio to ensure it is concise and free of unnecessary content
- **Video file size and format:** The video file size should be no larger 500mb and we can only accept .mov (iPhone) and .mp4 (standard) video formats
- **Audio file size and format:** The audio files size should be no larger than 100mb and we can only accept MP3 audio recording formats
- **Backup:** Keep a backup of your recording in case of any issues with the file or when sharing it with the community neighbourhood team

## How to submit your recording

Please share your video or audio application with the applicable Community Neighbourhood team. Due to the large file size of your recording, sending your recording via email will not be possible. We recommend that you send the file through a free online service called WeTransfer [wetransfer.com](https://www.wetransfer.com)

## How we will process your video or audio application

The Community Neighbourhood Team will transcribe the recording and upload the information onto the online Plinth platform. This will allow us to assess your video or audio application the same way we would if you had applied in writing.

## Next steps

As with online or paper applications, we will review your video or audio application and reach out to you if we need further information and to verify your responses. Once we have all the information, your video or audio submission will be shared with the Working Group members for decision-making. You will be notified of any updates on your application as per the How does it work? Section of this guidance document.

## I need help with my video or audio application

If you have any queries about the application form, or need support on submitting your application, please contact your Community Neighbourhood Team. Their contact details are provided in the last section of this guidance document.

# Youth-led project criteria

## What do we mean by ‘Youth-led’?

People Powered Places defines ‘youth-led’ as children and young people (CYP) making critical decisions about the project, especially the project idea, aims and purpose. This can involve designing and managing the project, being part of budgeting decisions, delivering activities and monitoring and evaluation.

We recognise [Hart’s Ladder of Youth Participation](#). Projects can be led and delivered by CYP, or they can be co-designed and co-produced by CYP alongside adults, depending on their age and ability.

Each project will need to demonstrate how CYP have been involved in the leadership and decision making of funded projects.

## Who can apply for youth-led projects?

CYP aged 10 to 22 can apply for youth-led funding.

Youth-led projects need to be delivered in partnership with a school, youth group, faith group, or other organisation. This is so the organisation can provide support, safeguarding, insurance, risk assessments and any other administrative support young people may need to deliver the project safely and in accordance with the law.

Partner organisations will need to provide safeguarding policies, certificates and DBS checks of staff or volunteers working on the project to evidence that you are qualified to deliver the project safely.

## How do People Powered Places fund youth-led projects?

The partner organisation will receive funding directly from London Borough of Newham, unless in exceptional circumstances organisations receive funds via our third-party banker Compost London CIC.

It is for Youth Project Leads and the host organisation to decide how funds are spent. We advise that you keep receipts or invoices for all the money that has been spent as we will be asking for this.

## What age group does this cover?

For children aged 10 to 12, the programme would expect to see projects co-produced with staff or volunteers in an organisation.

Young people aged 13 to 25 should be involved in the leadership, design, delivery, and evaluation of the project.

## Can an organisation be a partner organisation to a youth-led project and deliver our own project?

People Powered Places has changed the criteria for youth-led applications. Voluntary, Community and Faith sector organisations are able to apply for their own project, as well as supporting up to two youth-led projects. These must be distinct and separate projects, with their own aims and delivery plan. Due to these changes, the deadline has been extended to Sunday 21 September, 11pm for youth-led applications only.

## Can you give us an example of what a youth-led project is?

### Examples of youth-led projects:

A group of 5 young people in a youth club have decided to deliver recording workshops for podcasts and music. They work with their youth leader to write the application form. They are successful in receiving the funds and young people research the equipment which youth leaders purchase on their behalf and keep it at the youth centre. Young people plan and deliver events to promote the workshops in their community and to promote their weekly podcast. Young people count the number of people who attend and gain feedback from attendees to evidence the impact of the workshops. This is considered a youth-led project as young people decided what the purpose of the project involved in budgeting, event planning and monitoring.

A Year 6 school council attended class assemblies to find out what is important to other children in the school. Children report that littering is a big problem and would like to create posters for an anti-litter picking campaign and buy equipment for litter picking walks. The school council works with a teacher to put together their application form and carry out the activities as a school. This is considered a youth-led project as children have decided what to apply for and the types of activities to deliver.

### Examples of projects that are not considered to be a youth-led project

Workers in an organisation apply to People Powered Places to fund a mural. Young people are involved in the design of the mural and are invited to the unveiling. Whilst young people were involved in the design, they did not play a leadership or decision-making role in applying for funding or what the funds should be spent on.

Teachers in a school provide pupils with two options for funding to apply for through a school ballot. The majority of pupils vote for an anti-litter picking campaign and apply for funding. The teachers decided to create a poster campaign and go on litter picking outings. Whilst pupils were involved in deciding and delivering the activity, they did not get to put forward their own ideas for what the project should be or the types of activities to meet the project's aims.

# Conditions of the grant

1. Successful applicants will need to sign a grant agreement before they can receive funding.
2. The funding will be paid in three instalments of 50%, 25% and 25%. Instalments two and three will be subject to the completion of monitoring forms evidencing the successful delivery of the project and appropriate spending of the funding, including receipts of all spends.
3. No single project will be allocated more than £20,000 and all applicants must have a minimum budget of £500.
4. Project leads may only apply for funding in this People Powered Places cycle up to three times, and in only one Community Neighbourhood.
5. Residents and VCFS organisations who have already received funding from People Powered Places (previously Community Assemblies) will need a different project proposal for it to be eligible for funding.
6. Community Partner owned-assets are eligible to be utilised. Hiring of commercial premises is not permitted.
7. All applicants must demonstrate that meaningful consultation has taken place with any local residents that may be affected by the project where applicable. Please seek guidance from your local Community Neighbourhood team if you are unsure.
8. Any project involving supervision, care of, or significant direct contact with children or vulnerable adults must have appropriate safeguarding policies and procedures in place prior to receipt of funds.
9. Any third party involvement will require partnership agreements to be in place with a formal statement provided with the application.
10. All necessary permissions will need to be obtained.
11. Any project that needs maintenance will need to sign a maintenance agreement with the council to ensure sustainability of the project.
12. All applicants applying for residents funding will need to have an agreement with an accredited organisation to act as a banker. For the 2025–27 funding cycle, Compost London CIC is the designated banking partner for all resident-led projects. A 3% fee is deducted from the total amount of the grant for this service. A consent form will need to be signed to that effect.
13. All successful applicants will need a Public Liability Certificate in place.
14. All successful applicants will need to ensure they have all relevant documentation in place, including, but not limited to, risk assessments, data protection policy and equal opportunities policy.
15. Working groups may request additional information from applicants during the application process. All successful applicants will need to agree to attend their local working group when asked.
16. All successful applicants will need to agree to give updates at People Powered Places events when asked.
17. All successful applicants will need to agree to inform the Community Neighbourhood of any unforeseen circumstances or changes to the scope of the project that may affect the successful delivery of the project as described in the application form.
18. All successful applicants will need to complete their evaluation form at the end of their project to demonstrate the successful completion of the project.
19. Any unspent amount from the allocated grant will be going back to the Community Neighbourhood NCIL funding pot.
20. Projects that require Parks or Highways permissions will need to meet with the relevant officers before work can begin onsite to discuss licence requirements and have plans signed and agreed.
21. Any staff or salary expenses need to be detailed in the budget section of the application form. All staff and salary expenses must follow employment rules, provide value for money and directly support the delivery of the project. This may be subject to further enquiries from the Community Neighbourhood team for further clarification, including supporting documents.
22. Re-imbursment of volunteer expenses is eligible for funding in the form of out-of-pocket expenses such as travel or light refreshments. This cannot be in the form of a salary or any other payments. Estimated expenses need to be added in the budget section of the application form. Receipts for all claimed expenses will also need to be provided on request and when submitting monitoring forms.
23. Any promotional materials must include the official People Powered Places logo, along with the LB of Newham logo. Any promotional material must be pre-approved by the Community Neighbourhood team prior to being printed or shared on any public platforms, including public spaces and digital platforms i.e. Facebook, Instagram, X, WhatsApp etc.

# Frequently Asked Questions

## How much funding can I apply for?

Residents can apply for up to £5,000, Youth-led for up to £10,000 and Voluntary, Community, and Faith Sector Organisations can apply for up to £20,000. Ensure you use the correct application form.

---

## Can I apply for more than one project?

No, applicants can only apply for funding from one Community Neighbourhood and may only submit one project application in this cycle.

---

## What is the deadline to submit my application?

The deadline is Sunday 14 September 2025 11pm. Youth-led projects have until Sunday 21 September at 11pm to submit their application. Send completed application either online through the Plinth platform, via email or written to your Community Neighbourhood team. You can find contact details on the last page of the Guidance document.

---

## Can I apply for funding if I already had funding in previous cycles of People Powered Places (previously Community Assemblies)?

You can apply for funding again if you have already been given funding with this programme, up to 3 times, but you need to make sure your project is different. This is to make sure that we continue to fund innovative ideas and that everyone has an equal chance to get funding.

## Where does the funding come from?

The funding comes from the Neighbourhood Community Infrastructure Levy (NCIL). The Neighbourhood Community Infrastructure Levy (NCIL) is a charge on new development to help fund strategic and neighbourhood infrastructure in Newham. Find more information in the section Essential criteria above.

---

## How do I know which application form to fill in?

If you are a young person (aged 10-25) and are partnered with a school or youth organisation, you will need to complete the Youth-led application form. If you are an individual resident applying to fund your idea, you will need to use the Resident application form. If you are a group of residents but are not constituted as an organisation, you will also need to use the Resident application form and fill in the relevant information about your group. If you are a voluntary, community or faith sector (VCFS) organisation, you will need to use the VCFS application form.

---

## Do I need to fill in all parts of the application form?

Yes, you need to complete the whole application form so Council services and the working group can assess your application against the essential criteria. Make sure you provide enough detail for the working group to be able to fully understand your project idea and score it. If some of the information is missing, the working group might ask you for additional information. If most of the information is missing, your application won't be shortlisted for the voting stage.

## How much detail do I need to put in my application form?

Make sure that your application form is detailed enough for someone who has never heard of your project to understand how it will be delivered. You don't need to write long paragraphs but you do need to be precise.

Refer to the word count for each question to get an idea of what is expected.

---

## Does my project need to address one of the local priorities?

Yes, this is one of the essential criteria for your project to be shortlisted. If you had an idea before the priorities were chosen, make sure you adapt your idea to the local priorities of your neighbourhood. Your project can address more than one priority.

---

## Can I receive support to fill out the application?

Yes, the Community Neighbourhood teams are available to support you to complete your application form and give you additional information. You can find your local team's contact details at the end of the application form.

There are support clinics organised online that you can sign up for (information available above). Your Community neighbourhood team will also have local project clinics to support you.

## How will my application be scored?

Project applications will be reviewed and assessed in two different ways during the shortlisting phase. There will be a feasibility assessment carried out by our Council services for all projects happening in public spaces. All projects will also be anonymised reviewed, assessed and scored by the working groups. Each working group is made up of residents, Council officers and Councillors who make sure that project applications meet the essential criteria and benefit the Community Neighbourhood.

The essential criteria are meeting the NCIL funding requirements, addressing at least one of the local priorities, value for money and being able to deliver your project within one year. However, all the information you provide in your application will be used to make sure it meets the criteria and benefits the Community Neighbourhood.

---

## When will I know if my project was successful?

You will be informed of the result of the shortlisting phase in October. Next, it will go to the voting stage where Newham residents will vote for their favourite project. This is the participatory budgeting phase and will happen in November 2025. You will then be informed of the results of the vote and whether you have gained funding.

---

## What if my project is unsuccessful?

If your project is unsuccessful, we will do our best to provide feedback and direct you to alternative funding opportunities. There will be a support clinic organised after the voting stage for all unsuccessful applicants to find alternative ways to fund their ideas.

## What happens if my project is successful?

If your project is successful, we will be in touch to offer a grant agreement, and you will be able to start delivering your project from January 2026. If your project needs to be delivered in a public space, you might choose for the project to be delivered by one of the Council services on your behalf. Please refer to the catalogue of costs for more guidance on projects delivered in public spaces.

---

## How will the grant be paid?

Successful applicants will need to sign a grant agreement before they can receive funding. The funding will be paid in three instalments of 50%, 25% and 25%. Instalments two and three will be subject to the completion of monitoring forms evidencing the successful delivery of the project and appropriate spending of the funding, including receipts of all spends.

---

## What if I don't have a treasurer's bank account?

If your organisation doesn't have a treasurer's bank account, we will be able to support you to access funding for your project via Compost London CIC, our trusted third party banker. Please note that this third party banker will typically charge 3% commission from the total grant allocation which will need to be factored into your budgeting. For example, if you are applying for £5000, the commission will be £125 leaving £4875 on the project costs.

---

## How long will I have to deliver my project?

You will have one year to deliver your project. This will be between March 2026 and 28 February 2027.

## Can I start my project straight away?

You will need to sign the grant agreement before you can start delivering your project. Some projects will be able to start soon after the agreement is signed, but please note that the release of instalments can take time. For projects that need permissions, signing a lease or acquiring a license, you might not be able to start delivering your project straight away. If this is your case, please make sure you have put this in your application form.

---

## What if my circumstances change and I can no longer deliver the project?

If you can no longer deliver your project, you will need to inform the Community Neighbourhood team immediately. The team will discuss options with you and take necessary steps to support the delivery of the project or end the project and put the funding back into the main pot.

---

## What happens if I run into problems during delivery?

You will need to inform the Community Neighbourhood team of any issues arising while delivering your project. The team will do their best to support you to deliver your project. If the project requires significant changes from the original idea voted for by residents, this will need to be discussed and approved by the working group.

## What support will I receive to complete my project?

You will receive continued support from the Community Neighbourhood teams who will guide you through the process and help to link you up with relevant internal departments. There will also be project clinics organised throughout the year to support you to deliver your project, and networking events with other project leads. The working group is also here to support you and monitor your project.

---

## Can I do what I want once I receive the grant?

No, your project will be monitored by the Community Neighbourhood teams and the working group to make sure that you deliver the project idea that residents have voted for. You will need to complete monitoring forms and attend People Powered Places events to share your progress. The working group will also be carrying out monitoring visits to check that you are delivering the project.

---

## Am I done with my project after 28 February 2027?

You will need to make sure you have filled out all the documents, including monitoring forms and the evaluation form to finish your project. If your project needs maintenance, for example watering plants or looking after a planter, you will need to sign a maintenance agreement and agree to maintain your project in the long term. You will need to inform the Council if and when you or your group can no longer maintain your project and discuss next steps.

## What changes have been made to youth-led applications?

Voluntary, Community and Faith Sector organisations can apply for funding, as well as support up to two youth-led projects. These must be distinct and separate projects, each with its own aims and delivery plan.

Youth-led projects have until 21 September to submit their applications to accommodate this change.

# Additional funding from the Royal Docks Team



The Royal Docks Team is contributing up to £80,000 to People Powered Places. This funding is aimed at supporting and encouraging additional community projects around the Royal Docks.

This grant will replace 'Create Your Docks': a fund previously provided by the

Royal Docks Team to encourage and support community involvement in the area's regeneration.

## Who is the Royal Docks Team?

The **Royal Docks team** is a joint initiative between the Mayor of London and the Mayor of Newham to deliver an ambitious investment programme for the area. The Royal Docks is London's only Enterprise Zone and one of the UK's most significant regeneration projects, forecast to deliver 4,000 new homes and 35,000 jobs.

The team works in partnership with a wide range of stakeholders, from local community groups to developers and local businesses, to deliver its vision of transforming the area into a hub of enterprise, employment and culture. Communities are at the heart of this transformation and key to its success.

## Why is the Royal Docks Team no longer running its community fund 'Create Your Docks' and instead contributing to People Powered Places?

Transferring delivery of the 'Create Your Docks' fund to People Powered Places offers a range of benefits.

The programmes share common objectives and priorities, as well as offering similar sized grants to applicants. '**Create Your Docks**' offered opportunities for residents to engage in transforming their neighbourhoods. Grants were awarded to projects that brought people together, celebrated the area's heritage and diversity, promoted community participation and/or contributed to activating and improving public spaces. These themes align closely with Newham's strategic priorities for People Powered Places.

Delivering together avoids duplication and supports a more joined-up and effective service for communities. Sharing resources provides additional capacity to promote the programme, encourage a greater spread of funds and projects and the potential to create partnerships amongst different groups.

Click [here](#) for information on the projects funded by 'Create Your Docks' in 2022.

## Which community neighbourhoods will receive the extra funding?

The additional funding will be allocated to the Beckton & Royal Docks and Canning Town & Custom House Community Neighbourhoods and is accessible to all residents and Voluntary, Community, and Faith Sector Organisations within these ward boundaries.

## Is there a separate application process and criteria for these additional funds?

No, as an applicant you do not need to do anything differently. The process for allocating and awarding grants will be led by People Powered Places. The Royal Docks Team will work with the relevant working groups to ensure there is a representative range of applications that reflect and contribute to the Royal Docks Team's priorities.

## Is it fair that my neighbourhood will not benefit from this extra funding?

As one of the most rapidly expanding regions in the UK, the Royal Docks is experiencing a huge transformation. Key to the long-term success of the area's regeneration is ensuring that local people can participate in and benefit from these changes. The Royal Docks Team works with a range of partners and stakeholders to encourage its communities to help drive this change. Aligning the Royal Docks community fund with People Powered Places provides an opportunity to strengthen shared commitments to putting communities at the heart of the borough's regeneration.

# Community neighbourhood teams

Community Neighbourhood	Address	Phone/email
<b>Beckton &amp; Royal Docks</b>	Beckton Library 1 Kingsford Way, E6 5JQ	☎ 020 3373 0853 ✉ <a href="mailto:CN.BecktonRoyalDocks@newham.gov.uk">CN.BecktonRoyalDocks@newham.gov.uk</a>
<b>Custom House &amp; Canning Town</b>	Canning Town Library, 18 Rathbone Market, E16 1EH	☎ 020 3373 0854 ✉ <a href="mailto:CN.CustomHouseCanningTown@newham.gov.uk">CN.CustomHouseCanningTown@newham.gov.uk</a>
<b>East Ham</b>	East Ham Library, 328 Barking Road, E6 2RT	☎ 020 3373 0827 ✉ <a href="mailto:CN.Eastham@newham.gov.uk">CN.Eastham@newham.gov.uk</a>
<b>Forest Gate &amp; Maryland</b>	The Gate Library, 2-6 Woodgrange Road, E7 0QH	☎ 020 3373 0856 ✉ <a href="mailto:CN.Forestgate@newham.gov.uk">CN.Forestgate@newham.gov.uk</a>
<b>Green Street</b>	Green Street Library 337 - 341 Green Street, E13 9AR	☎ 020 3373 0857 ✉ <a href="mailto:CN.Greenstreet@newham.gov.uk">CN.Greenstreet@newham.gov.uk</a>
<b>Manor Park</b>	Manor Park Library, 85-693 Romford Road, E12 5AD	☎ 020 3373 0858 ✉ <a href="mailto:CN.Manorpark@newham.gov.uk">CN.Manorpark@newham.gov.uk</a>
<b>Plaistow</b>	Plaistow Library, North Street, E13 9HL	☎ 020 3373 0859 ✉ <a href="mailto:CN.Plaistow@newham.gov.uk">CN.Plaistow@newham.gov.uk</a>
<b>Stratford &amp; West Ham</b>	Stratford Library, 3 The Grove, E15 1EL	☎ 020 3373 0826 ✉ <a href="mailto:CN.Stratfordwestham@newham.gov.uk">CN.Stratfordwestham@newham.gov.uk</a>

**People**

**Powered**

**Places**