

# UK Shared Prosperity Fund

## Technical Workshops: Call 1 – Communities and Place

Tuesday 6<sup>th</sup> & Wednesday 7<sup>th</sup>

December 2022

# Agenda

- Welcome and introductions
- UKSPF overview
- Call for Projects 1 – key considerations
- Navigating the guidance
- Business Case process
- Assessment criteria
- Key dates
- FAQs
- Further information

# UKSPF overview

- Sunderland's UKSPF allocation is £14.94m Core UKSPF grant and £1.63m for the Multiply programme.
- Core UKSPF allocation is mainly revenue funding, with ~21% capital funding amounting to £3.16m.
- UKSPF Investment Plan was submitted on 26/07/22 and received approval from DLUHC on 05/12/22.
- Multiply Investment Plan was submitted on 28/06/22 and received approval from the DfE in early Sept 2022.
- Multiply commissioning took place in Sept/Oct 2022 with 11 contractors selected.
- Sunderland's first UKSPF targeted call for projects under **Communities and Place** was published on 18/11/22 and closes on 27/01/23.
- Further targeted local calls for the **Supporting Local Business** and **People and Skills** investment priorities are being developed for publication shortly.
- The Council is seeking to undertake a 'call for evidence' exercise to inform the first targeted People and Skills call for projects in the coming weeks.
- Sunderland's UKSPF Investment Plan Executive Summary, Evidence Base Review, Business Case template, guidance documents and assessment framework have all been published on the Council's [UKSPF website](#). All documents remain provisional until the Investment Plan is approved by UKG.

- Ongoing engagement with the Sunderland City Board - the local partnership group for UKSPF in Sunderland - and Sunderland Voluntary Sector Alliance.
- Regular progress reports to the Council's Chief Officer Group.
- Local prioritisation and strategic alignment with the [Sunderland City Plan](#) completed (16/05/22).
- Ongoing regional engagement (incl. event on 19/05/22) and discussion on common areas, including scope for and interest in regional collaboration.
- Several local workshops undertaken in May/June 2022 across the 3 investment priorities and Multiply: Communities & Place ([5 neighbourhood workshops](#) in June 2022 covering all priorities); Supporting Local Business (26/05/22); and People and Skills including Multiply (14/06/22). Attended by over 150 participants from 120 local/regional organisations.
- [Sunderland UKSPF webpage](#) published (27/05/22).
- Optional Call for 'expressions of interest' to inform the investment plan process (27/05/22-28/06/22) - 83 EOIs were received from 56 organisations seeking a total UKSPF grant contribution of £32.8m.
- Briefings to MPs, Senior Members and Cabinet (approval secured 14/07/22).
- Evidence gathering and research to inform the Call for Projects/Commissioning process.

# Investment Plan - Local priority interventions

<b>Communities and Place</b> <b>£4,232,418 (28%)</b>	<b>Supporting Local Business</b> <b>£5,911,260 (40%)</b>	<b>People and Skills</b> <b>£4,792,483 (32%)</b>
<ul style="list-style-type: none"> <li>• E1. Improvements to town centres and high streets</li> <li>• E4. Enhancing existing cultural, historic and heritage institutions offer</li> <li>• E5. Built and landscaped environment to 'design out crime'</li> <li>• E6. Local arts, cultural, heritage and creative activities</li> <li>• E11. Capacity building and infrastructure support to local groups</li> <li>• E13. Community measures to reduce the cost of living</li> <li>• E15. Digital connectivity for local community facilities</li> </ul>	<ul style="list-style-type: none"> <li>• E19. Investment in research and development at the local level</li> <li>• E23. Strengthening local entrepreneurial ecosystems</li> <li>• E24. Training hubs, business support offers, incubators and accelerators</li> <li>• E25. Bid for and host international business events and conferences</li> <li>• E26. Growing the local social economy</li> <li>• E29. Supporting decarbonisation and improving the natural environment whilst growing the local economy</li> </ul>	<ul style="list-style-type: none"> <li>• E33. Employment support for economically inactive people</li> <li>• E34. Courses including basic, life and career skills</li> <li>• E35. Enrichment and volunteering activities</li> <li>• E36. Increase levels of digital inclusion, essential digital skills</li> <li>• E37. Tailored support for the employed to access courses</li> <li>• E38. Support for local areas to fund local skills needs</li> <li>• E39. Green skills courses</li> <li>• E41. Funding to support local digital skills</li> </ul>

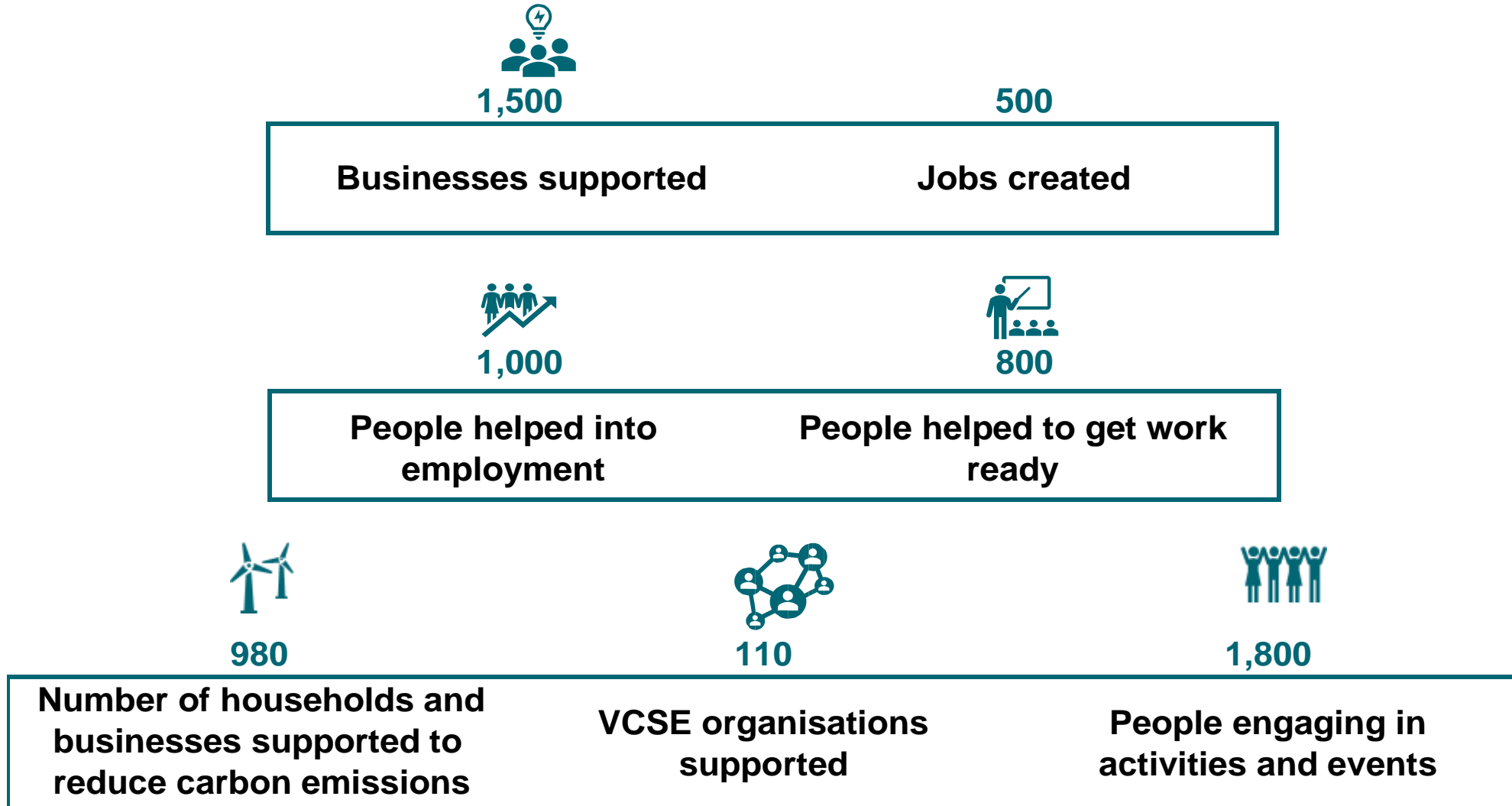
# Investment Priority 2: Supporting Local Business

- Strategic objective: Boosting local enterprise, entrepreneurship and innovation, and transitioning towards a net-zero low carbon economy.
- Addressing key challenges and bringing forward new opportunities:
  - Continuing to diversify the economic base
  - Promoting a start-up culture and closing the enterprise gap
  - Improving business survival rates by creating a stronger local enterprise ecosystem
  - Ensuring that all population groups have access to the best advice, support and resources to start up a business.
- A range of activities will be prioritised for support, such as:
  - Local interventions to address low levels of enterprise activity, including start-up and social enterprise development.
  - Supporting established enterprises with recovery, resilience and growth including focus on innovative solutions to economic, social and environmental challenges, such as low carbon, climate mitigation and adaptation, digital adoption and exclusion, health and ageing.

# Investment Priority 3: People and Skills

- Strategic objective 1: Supporting economically inactive people and those furthest from labour market to overcome barriers to accessing sustainable work and learning
- Strategic objective 2: Improving skills to progress in work and responding to local skills needs
- Addressing key challenges and bringing forward new opportunities:
  - High levels of economic inactivity and unemployment, especially among young people, reducing overall workforce productivity and economic prosperity.
  - In-work poverty and deprivation, due to more low wage, low skilled, insecure work in the area.
  - Low skills and qualification levels in the workforce, including lack of basic and technical skills, limiting opportunities for people to progress into better paid, higher skilled, more secure work.
- Research and consultation to inform the call is due to be launched shortly.
- The first call will be designed to meet the **local voluntary and community provision** enabling targeted interventions, previously supported by the ESF and at risk of closure, to seek support.
- Activities will need to meet local needs, build on ‘what works’, demonstrate strong progression routes into employment and complement existing local provision.

# Summary of the outputs and outcomes to be achieved\*



\*Forecast outputs and outcomes subject to UKG validation and approval.



# Call for Projects 1: Communities and Place

- The first targeted call was published 18/11/22 and closes 27/01/23, with a review point on 06/01/23.
- The call focuses on the **Communities and Place** investment priority and the following 7 priority interventions:
  - E1. Improvements to town centres and high streets
  - E4. Enhancing existing cultural, historic and heritage institutions offer
  - E5. Built and landscaped environment to 'design out crime'
  - E6. Local arts, cultural, heritage and creative activities
  - E11. Capacity building and infrastructure support to local groups
  - E13. Community measures to reduce the cost of living
  - E15. Digital connectivity for local community facilities
- The call allows for a mix of capital and revenue projects to come forward depending on the activity.
- Where there is a clear contribution to the Communities and Place investment priority, some limited Supporting Local Business interventions may be considered under this call, but only where they form part of a package of measures to support the **creative** and **digital sector**, and **town centres** and **high streets**.

# Call for Projects 1: Communities and Place

- Please review the Call document, funding guidance and assessment framework carefully.
- Consult the Evidence Base Review and other supporting information to build your case for support.
- Projects under this first call should benefit the Sunderland local authority area only.
- Consider the project's strategic fit with the City Plan and key local strategies.
- Project scale - an indicative minimum application level for UKSPF support of £100,000-£150,000.
- Project timeframes will vary depending on the type of project (currently, projects must be practically and financially complete by March 2025).
- Outputs, outcomes and wider benefits - carefully read and understand the definitions and monitoring requirements for evidencing outputs and outcomes.
- Partnership working - consider how you can work with other local organisations to create greater impact, share resources and avoid duplication.
- Match funding - applicants are encouraged to identify other funds that can add value and create additional benefits.
- Net zero and compliance with Equalities legislation/good practice, Subsidy Control, Procurement procedures and publicity guidance.

# Call for Projects: Navigating the guidance

Document	Description
Sunderland – Call 1 Document	This sets out the priority focus, process and timetable for projects that want to apply for funding
Privacy Notice	This notice explains your rights and gives you the information you are entitled to under the Data Protection Act 2018.
National UKSPF Prospectus	Provides an overview of the national UKSPF programme and its investment priorities
Executive Summary	Provides an overview of the Sunderland Investment Plan
Evidence Base	Provides a summary of the evidence base included in the Sunderland Investment Plan submitted to Government
Business Case	A standard form to be used by all applicants to the fund. It is designed to comply with HM Treasury Green Book and is based on the 5 Case Model (Strategic, Economic, Commercial, Financial and Management)
Annex A and Annex B	These 2 annexes form part of the business case application. Annex A is for financial information and Annex B is for Output and Outcome information
Funding Guidance	Provides information on who can apply, general rules and principles of the funding, revenue and capital cost
Branding and Publicity Guidance	Provides information on branding and publicity requirements of the fund
Indicative Allocations	Provides a summary of the capital and revenue allocation per intervention
Assessment Framework	Describes the assessment process that will be used to assess application

# Call for Projects: Funding guidance

## Key points to note:

- Payment in arrears.
- Ability to meet verification requirements – evidencing spend back to defrayal – all costs incurred (by lead applicant and/or named delivery partners must be on an actual cost incurred basis).
- Contributions in kind are not eligible as match funding.
- All eligible revenue and/or capital costs should fit within specified expenditure headings.
- Guidance for calculation of salary costs and hourly rates.
- Options for flat rate indirect costs depending on the investment priority, the status of the organisation or the nature of the project.
- List of ineligible costs provided.
- Asset register for any assets with a value over £5,000.

# Call for Projects: Business Case process

Business Case Section	Description
1. Project information	Organisation details, project overview, investment priority, intervention priority – an application should align to one main intervention (where the funding will be approved from and main outputs and outcomes achieved, however a project may contribute to achievement of outputs and outcomes from supplementary interventions
2. Executive summary	Funding summary, project summary, milestones, impact of and justification for funding
3. Strategic Case	To establish strategic fit, the case for change and underpinning rationale for the intervention to be delivered by the project
4. Economic Case	To establish whether the project presents good value for money
5. Commercial Case	To demonstrate the demand for your chose intervention and the supply capacity to meet that demand
6. Financial Case	To demonstrate the financial viability of the proposed project e.g. how costs have been calculated
7. Management Case	To establish whether the proposed project is realistic, achievable and whether the lead organisation has the skills, experience and capacity to deliver
Annexes	A number of annexes are included within the template itself. Annex A (Finance) and Annex B (Outputs and Outcomes) are separate spreadsheets to be submitted along with the completed business case. Annex F provides a list of supporting information that, where applicable to your project, should also be submitted with the business case.

# Call for Projects: Business Case process – Annex A

- To provide a quarterly breakdown of expenditure and funding for the lifetime of the project.
- Separate tables for capital and revenue – a project seeking both would need to complete both the capital and revenue tables on both the expenditure and funding tabs.
- Make sure quarter/annual/lifetime totals on the expenditure tab match the totals on the funding tab
- Eligible expenditure headings are:

Capital Expenditure Headings	
Land Acquisition	Building Acquisition
Site Investigation	Site Preparation
Building & Construction	Plant & Machinery
Fees	Other Capital

Revenue Expenditure Headings	
Salaries	Flat Rate Indirect Costs
Travel & Expenses	Accommodation Costs
Materials & Consumables	Training
Marketing & Promotion	Consultancy / Legal Fees
Evaluation	Other Revenue

# Call for Projects: Business Case process – Annex B

- You only need to insert applicant/project details on the **Guidance tab** and then complete the relevant **Summary tab** for the intervention you are seeking funding under. A number of the tabs are for reference only. There are separate **Summary tabs** for each Investment Priority: Communities and Place, Supporting Local Businesses and People and Skills.
- Please read the **Guidance tab** before attempting to complete the workbook.
- Please read the **Output and Outcome Definitions** (the last 2 tabs) before attempting to complete the workbook. This is to ensure you forecast numbers in line with the descriptions and that the outputs and outcomes forecast relate to the **main intervention** you are seeking funding under (plus any **supplementary interventions** as applicable).
- Please read the Notes for Completion on each of the **Summary tabs** before attempting to complete. The outputs and outcomes on the **Summary tab** for each Investment Priority are listed under the **Intervention Priorities** included in the Sunderland Investment Plan. One output or outcome type may be listed under one or more intervention. Please only enter values for the same output or outcome type under one intervention – ideally the main intervention under which funding is being sought.
- The outputs and outcomes for **non-priority interventions** are listed at the bottom of each Summary tab so even though they may relate to an intervention that's not been identified as a priority in Sunderland's Investment Plan you are still able to forecast numbers against these other outputs and outcomes.
- We hope to publish further guidance on monitoring and verification of outputs and outcomes in due course.

# Call for Projects: Business Case process – Annex B

1															
2	COMMUNITIES & PLACE FORECAST OUTPUTS AND OUTCOMES PLEASE COMPLETE THE APPLICABLE TABLES BELOW														
3															
4															
5	<b>E1: Improvements to town centres &amp; high streets</b>														
6			2023/24					2024/25					Lifetime		
7	REF NO	OUTPUTS	Q4	Total	Q1	Q2	Q3	Q4	Total	Q1	Q2	Q3	Q4	Total	Total
8	57	Number of commercial buildings completed or improved		0					0					0	0
9	1	Amount of commercial space completed or improved		0					0					0	0
10	7	Number of rehabilitated premises		0					0					0	0
11	8	Amount of rehabilitated land		0					0					0	0
12	6	Amount of public realm created or improved		0					0					0	0
13	50	Number of low or zero carbon energy infrastructure installed		0					0					0	0
14	49	Amount of low or zero carbon energy infrastructure completed		0					0					0	0
15	58	Number of decarbonisation plans developed as a result of support		0					0					0	0
16	3	Amount of land made wheelchair accessible/step free		0					0					0	0
17			2023/24					2024/25					Lifetime		
18	REF NO	OUTCOMES	Q4	Total	Q1	Q2	Q3	Q4	Total	Q1	Q2	Q3	Q4	Total	Total
19	115	Jobs created as a result of support		0					0					0	0
20	116	Jobs safeguarded as a result of support		0					0					0	0
21	111	Increased footfall		0					0					0	0
22	151	Increased visitor numbers		0					0					0	0
23	118	Number of vacant units filled		0					0					0	0
24	101	Estimated Carbon dioxide equivalent reductions as a result of support		0					0					0	0
25	103	Improved perceived/experienced accessibility		0					0					0	0
26	105	Improved perception of facilities/amenities		0					0					0	0
27															
28	<b>E4: Enhancing existing cultural, historic &amp; heritage institutions offer</b>														
29			2023/24					2024/25					Lifetime		
30	REF NO	OUTPUTS	Q4	Total	Q1	Q2	Q3	Q4	Total	Q1	Q2	Q3	Q4	Total	Total
31	7	Number of rehabilitated premises		0					0					0	0
32	8	Amount of rehabilitated land		0					0					0	0
33	6	Amount of public realm created or improved		0					0					0	0
34	17	Number of organisations receiving financial support other than grants		0					0					0	0
35	18	Number of organisations receiving grants		0					0					0	0
			Guidance	C+P Summary	C+P Outputs	C+P Outcomes	SLB Summary	SLB Outputs	SLB Outcomes	P+S Summary	P+S Outputs	P+S Outcomes	Output Definitions	Outcomes	



# Call for Projects: Business Case process – Annex B

Communities & Place Outputs		PRIORITY INTERVENTIONS	OUTPUT N/A	OTHER NON-PRIORITY OUTPUTS	THIS TABLE IS NOT FOR COMPLETION - IT IS TO ILLUSTRATE THE OUTPUTS BY INTERVENTION ONLY AND SHOW WHERE A SINGLE OUTPUT MAY APPLY TO MORE THAN ONE INTERVENTION											
Output		Intervention														
Ref No.		E1: Improvements to town centres & high streets	E2: Community & neighbourhood infrastructure projects	E3: Creation of and improvements to local green spaces	E4: Enhancing existing cultural, historic & heritage institutions offer	E5: Built & landscaped environment to 'design out crime'	E6: Local arts, cultural, heritage & creative activities	E7: Support for active travel enhancements	E8: Campaigns to encourage visits and exploring of local area	E9: Impactful volunteering and/or social action projects	E10: Local sports facilities, tournaments, teams & leagues	E11: Capacity building & infrastructure support local groups	E12: Community engagement schemes, local regeneration	E13: Community measures to reduce the cost of living	E14: Relevant feasibility studies	E15: Investment and support for digital connectivity for local community facilities
17	Number of organisations receiving financial support other than grants															
18	Number of organisations receiving grants															
19	Number of organisations receiving non-financial support															
13	Number of households receiving support															
14	Number of households supported to take energy efficiency measures															
16	Number of neighbourhood improvements undertaken															
11	Number of amenities/facilities created or improved															
15	Number of local events or activities supported															
2	Amount of green or blue space created or improved															
5	Number of new or improved cycleways or foot paths															
4	Total length of new or improved cycleways or foot paths															
24	Number of trees planted															
22	Number of Tourism, Culture or heritage assets created or improved															
10	Number of events/participatory programmes															

# Call for Projects: Assessment criteria

- All projects will be assessed against the same criteria, regardless as to value of grant requested.
- 2 stage assessment:
  1. Gateway – pass/fail (organisation status, project delivery geography, delivery in programme period, specifically in response to a live project call, complementarity to City Plan priorities, regulatory compliance i.e. subsidy control, and no duplication)
  2. Full Assessment
- The Full Assessment of projects is aligned to the 5 cases of the business case:
  1. Strategic Case – community/stakeholder engagement, case for change, innovation, partnership working, alignment with local strategic priorities
  2. Economic Case – value for money, additional social value, options analysis, contribution to outputs/outcomes
  3. Commercial Case – evidence of local need, supply capacity to meet demand, procurement
  4. Financial Case – cost & spend profiles, funding certainty, cost assumptions, affordability, financial risks, assets
  5. Management Case – deliverability, experience, capacity, risk management, performance management, regulatory and statutory compliance
- Within the Call 1 Assessment Framework, Cases 3-5 above are all identified under Deliverability. Case 2 above is identified under Value for Money. Case 1 above is identified as Strategic Fit.

# Call for Projects: Assessment process

- Projects will be RAG rated (red, amber, green). The scoring matrix provides the differentiation between the RAG ratings.
- Clarifications and modifications may be sought by the Council throughout the assessment process.
- It is proposed that a Local Investment Panel (LIP) will consider the assessment outcomes and will make recommendations to the Council's Chief Officer Group (COG).
- The LIP will comprise City Council Officers and external representatives of the City Board, its sub-groups and other specialists.
- In making its recommendations the LIP may also consider: reasonable thematic split of projects; a fair spread of projects across the Sunderland geography; prioritisation of 'strategic fit', 'deliverability' or 'value for money' over other criteria; other investment in the area; delivery towards the overall investment plan priorities, outputs and outcomes.
- COG (or agreed subset of its members) will make funding decisions.
- Decisions will be reported to the City Board who will maintain strategic oversight of the programme and ensure any conflicts of interest are managed appropriately.

# Call for Projects: Top Tips

- Read the guidance and do your research.
- Catch the attention of the reader, then get straight into answering the question.
- Start writing early. Don't talk about it for weeks and then only begin writing the business case at the last minute!
- Keep sentences precise and use simple language/plain English.
- Provide the full explanation for any acronyms used.
- The questions in the business case represent the minimum information needed however responses should be proportionate to the level of funding being requested.
- Collaborate with others and share the workload.
- Demonstrate that you have consulted with key stakeholders.
- Back up your statements with relevant, recent evidence or data.
- Review, edit and avoid repetition.
- Avoid errors and missing key details.

# UKSPF Investment Plan – key dates

DATE	ACTIVITY
Apr 2022	Launch of the UKSPF Prospectus and guidance
Apr-Jul 2022	Development and submission of the Sunderland UKSPF Investment Plan
Aug-Nov 2022	Government assessment process. Preparation of the first local calls for projects, Business Case guidance, assurance framework and governance arrangements
18 Nov 2022-27 Jan 2023	<u>First</u> local call for projects (Communities and Place)
Nov-Dec 2022 onwards	Contracting, delivery, monitoring and evaluation commences
<b>5 Dec 2022</b>	<b>Government approval of UKSPF investment plans</b>
Jan-Feb 2023	Preparation and launch of <u>second</u> local call for projects (Supporting Local Business)
Jan-Feb 2023	Preparation and launch of <u>third</u> local call for projects (People and Skills)
Nov 2022-Mar 2023	First round of assessment and contracting, review of project pipeline and preparation of future calls/commissioning plans for Years 2 and 3
Mar 2025	Three-year funding period ends

Any questions?