

## **Castle Point Community Health and Infrastructure Grant Scheme – Advice and Guidance 2026**

### **What is the Castle Point Community Health and Infrastructure Grant Scheme?**

The Castle Point Community Health and Infrastructure Grant Scheme has been established to give communities across the borough the opportunity to develop projects that improve the quality of life for local residents. Grants of £2,000 to £5,000, (with the potential for infrastructure capital grants up to £10,000), are available for organisations delivering projects that strengthen community health and wellbeing or enhance local infrastructure.

A total of £88,000 is available through the scheme.

£48,000 comes from the neighbourhood element of the Community Infrastructure Levy (CIL), which can only be used for projects located within Benfleet, Hadleigh, Thundersley and Daws Heath.

The remaining £40,000, provided through Public Health funding, can be used for eligible projects anywhere within the Borough of Castle Point.

Certain projects whose overall costs exceed the £5,000 grant limit may be offered match funding. This means the Council may contribute up to 50% of the total project cost, with the applicant providing the remaining amount through fundraising, donations, reserves, or other grants. The Council's contribution will come from either CIL or Public Health funding depending on the project's location and type.

This grant scheme directly supports the Castle Point Plan (2026–2043) and its Infrastructure Delivery Plan, which aim to improve local infrastructure, boost community wellbeing, and protect the character of our towns. By combining developer contributions such as CIL with Public Health funding, the scheme ensures that local growth goes hand in hand with better facilities and healthier lives for all residents.

The scheme will open for applications on Monday 20 July 2026 and will close on Monday 31 August 2026. Applications will be assessed throughout September and October 2026, with final decisions made at the end of this period.

### **Who can apply?**

The Council invites applications from not-for-profit groups and organisations, including:

- Community and voluntary organisations
- Residents' or tenants' associations
- Schools
- Parish councils
- Charities and CICs
- Informal or un-constituted groups (with conditions)



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Projects must:

- Benefit communities within Castle Point
- Be delivered within the specified areas of the borough
- Take place between 1 October 2026 and 31 October 2027 – These dates are applicable to Public Health Projects only. For CIL projects the end dates will be agreed individually, based on the scale and scope of the proposal.

Groups do not need to be formally constituted. However, where this is the case, the Council may require invoices to be submitted directly to the Council for payment.

Applicants must also declare whether they have applied for or received funding from any other Council department, including the amount, purpose, and status (confirmed or unconfirmed).

### **How much can I apply for?**

The maximum grant available is £5,000 – Although there is potential for capital grants up to £10,000 if the project proposal links to CIL priorities located within Benfleet, Hadleigh, Thundersley and Daws Heath.

Applicants are expected to provide match funding or in-kind support, which may include volunteer time valued at £15 per hour per person.

Funding can support both new and existing projects. Retrospective bids and ongoing running costs are not eligible.

### **How to apply**

Applications must be submitted using the Castle Point Community Health and Infrastructure Grant application form, available on the Council's website.

Applicants must:

- Read the guidance thoroughly
- Complete all sections of the form
- Upload all required supporting documents
- Submit the form and attachments by 31 August 2026

Additional documents may be emailed to the Council's funding inbox by the deadline.

### **What will be funded?**

Projects will only be funded if they clearly align with:

- The Castle Point Plan (2026–2043)
- The Castle Point & Rochford Health and Wellbeing Strategy 2025–28



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Projects must demonstrate wider community benefit, not solely benefit individual clubs or organisations.

**Priority areas include:**

**Communities and Wellbeing**

- Reducing health inequalities
- Supporting thriving and resilient communities
- Promoting volunteering
- Improving community safety
- Supporting community-led initiatives

**Places and Environment**

- Enhancing and protecting green spaces
- Improving accessibility to parks and open spaces
- Supporting environmental and carbon-reduction goals

**Economy and Skills**

- Increasing community skills and opportunities
- Supporting vibrant high streets
- Enhancing cultural opportunities

**Health and Wellbeing Outcomes**

Every project should contribute to at least one of the following:

- Physical health
- Mental health and wellbeing
- Ageing well
- Community resilience

**What will not be funded?**

The scheme will not fund:

- Retrospective bids
- More than one bid per applicant
- Ongoing running costs
- Repeat funding for previously funded projects
- Core organisational costs beyond 20% of staffing
- Start-up business costs
- Political or religious activities (unless community-focused)
- Statutory responsibilities
- Hospitality and catering
- Projects outside Castle Point
- Lobbying or campaigning
- Ongoing maintenance costs



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## How will applications be assessed?

Applications will be scored against the published Scoring Matrix, based on:

- Alignment with priorities
- Community need
- Community involvement
- Volunteering
- Equality, diversity and inclusion
- Environmental sustainability
- Safeguarding
- Legacy and sustainability
- Value for money

## Online Application form – questions explained

- **Page 1: Before you begin** Provides essential information on eligibility, required documents, deadlines, and how to save and return to your application. Applicants should read the Guidance Notes and Scoring Matrix before starting.
- **Page 2: About your organisation** Collects key details about the applicant and organisation, including contact information, organisational type, registration numbers, and any previous funding received from Castle Point Borough Council.
- **Page 3: Project details** Captures the core facts of the proposal, including project title, ownership of premises, delivery timeframe, geographical area of benefit, number of beneficiaries, total project cost, and the funding stream being applied for.
- **Page 4: About your project** Requests narrative information on project purpose, alignment with scheme criteria, community need, volunteering, equality and inclusion, environmental sustainability, safeguarding, legacy planning, and expected health, wellbeing or infrastructure outcomes.
- **Page 5: Document upload** Requires applicants to upload the mandatory budget template and any relevant supporting documents such as safeguarding policies, insurance, permissions, quotations, evidence of community involvement, and organisational governance documents.
- **Page 6: Consent and declaration** Applicants must confirm data-handling consent, declare the accuracy of their submission, and acknowledge the rules on project start and end dates. Applications cannot be submitted without completing this declaration.

## Permissions and licences



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Applicants must ensure all required permissions, licences, insurances, safeguarding measures and risk assessments are in place before delivery.

### **Checklist**

- **Permissions / consents (if required)**
- **Evidence of community involvement/Benefit (mandatory)**
- **Safeguarding policy (if required)**
- **Risk assessments (if required)**
- **Cost estimates or quotations**
- **Letters of support (if required)**
- **Completed budget template (mandatory)**
- **Public liability insurance (if required)**
- **Governing documents (if applicable)**

### **Monitoring**

Successful applicants must:

- Sign the Terms and Conditions
- Complete a monitoring form after project completion
- Use the Council's approved logos on marketing materials



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