



# Community Fund

Giving the community  
something extra

Paragon Asra  
**PA Housing**



# PA Community Fund Application (CFA) form

## What is the Community Fund?

PA Housing has an established Community Fund for residents. The money from the Community Fund comes from the savings made by PA Housing over the past year. We allocate a total of £25,000 to successful Community Fund bids made by many residents on an annual basis – this is across 24,000 homes spanning the UK.

## Who can apply for the Community Fund?

A central principle of the Community Fund is that residents present their case and gain support from neighbours and locals in the community. Any resident can put forward an idea.

We will also consider accepting applications for project funding from other groups that will directly benefit local PA Housing residents.

Applications will also be accepted from staff who have an idea to improve the quality of life within a community.

Proposals are put forward to the CFA group (made up of PA Housing resident volunteers) who will then help to decide whether the money will be granted.

## What can the money be used for?

### Proposals for the Community Fund should follow the criteria below:

- It should benefit the community.
- It should be properly costed and have an outcome.
- It should be inclusive.
- It should be deliverable by the landlord, residents or another organisation on their behalf.
- It should only be used to provide something that PA Housing would not normally be expected to provide – it must not be used to make up a shortfall in a regular budget.



# What kinds of projects have been funded?

## The Community Fund grants can be used to fund projects, events or the purchase of equipment, such as:

- Environmental improvements for a courtyard to become a relaxing space with picnic benches, raised flower beds and rotational washing lines.
- A secluded outside seating area with flowers.
- Support for a befriending service for residents who have little contact from family and friends at independent living schemes.
- Tree planting at preschools and allotments.
- Social Committee, Resident Association and Tenant Group community activities.
- A one off donation as part of raising money for charity.
- A resident running a community café and growing vegetables at an allotment to support a cooking and growing club.

## How much can I apply for?

The Community Fund is designed to benefit as many people as possible. You can apply for up to £1,500 per application per scheme or community group.

## When can I apply?

Now! You can apply for a grant at any time. Community Fund grants are distributed throughout the year as applications are made.

## How often can I apply?

You can apply for a grant every year if you wish, although it is our general policy that we will not offer a grant to the same group more than once a year and for three consecutive years. The CFA group will also take this in to account as part of your application.

N.B. If you are a residents' association, tenants' group or social committee with a bank account you will need to have a maximum of £250 in your account before applying.

Also, before you apply, have you considered fund raising activities in your community? The CFA group will also take this into account.

PA Housing also reserves the right to decline any application without stating a reason.

# Are all applications successful?

Not necessarily; the Community Fund has a limited amount of money available each year and there may be times when the amount is oversubscribed. In such instances, the CFA group will distribute the funds as they see fit and may offer an amount less than requested.

## How can I apply?

You can apply by completing the Community Fund application form within this leaflet. Please contact the Resident Involvement Team for further information regarding the Community Fund or if you require any help with completing the application form.

## What happens next?

Send your application form to PA Housing's Resident Involvement Team:  
**E:** [getinvolved@pahousing.co.uk](mailto:getinvolved@pahousing.co.uk)

Please choose from the below locations:

### London and South East

Case House, 85-89 High Street,  
Walton-on-Thames Surrey KT12 1DZ  
**T:** 01932 235 962

### Midlands

3 Bede Island Road,  
Leicester LE2 7EA  
**T:** 0116 204 4061

A report goes to the CFA group with details of the applications for them to consider.

If the application is approved, a member of the Resident Involvement Team will be in touch to let you know so you can get your community challenge underway!

The CFA group would also like to hear about how your project or event has gone and would appreciate your quotes and pictures via email or post.

# Community Fund Application Form

## 1. Your details

If you are applying on behalf of a group of homes, estate or resident committee, please provide the lead applicant's details.

**Name**

**Address**

**Postcode**

**Email**

**Telephone**

## 2. Please give an outline of your project (less than 150 words)

  
  
  
  
  
  
  
  
  

## 3. Expected costs

Item	Price	Quantity
<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>

We can work with you to source goods and procure any services that might be needed. We must ensure that all funds are accounted for through a receipt or an invoice.

**Total**



**4. If your application is for a communal area, have you consulted with all of the residents who will benefit from the project?**

Yes  No

If yes, please provide details of the consultation. If no, please speak to Resident Involvement about how to do this.

**5. Have you checked if your project requires planning permission from the Local Authority or permission from us?**

Yes  No

If yes, please provide copies of all approvals. If no, please speak to Resident Involvement about how to do this.

**6. What do you think will be achieved from your project taking place and how will it benefit residents? (less than 150 words)**


Project start date:  /  /  (If the project is a one-off event please put the proposed date).

**7. If you are a residents' association or tenants' group, please declare your current bank balance:**

Account Balance: £  .  Project start date: £  .

**Office use only**

Date application went to committee:

Approved  Rejected  Request more information

Approved Community Fund grant: £  .

Date request processed by: Finance  RI Team



Thank you &  
good luck!

## Your needs

If you would like to receive this information in large print, or translated over the telephone, please call us.

## Our registered office:



PA Housing  
Third Floor,  
Pentagon House,  
52-54 Southwark Street,  
London SE1 1UN



[getinvolved@pahousing.co.uk](mailto:getinvolved@pahousing.co.uk)



[www.pahousing.co.uk](http://www.pahousing.co.uk)



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