



# Bramford to Twinstead Local Fund - Applicant Guidance Document

May 2026

nationalgrid

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# Investing in communities

**National Grid has a long-standing commitment to the communities we work alongside, and we want to ensure lasting benefits for the people and places that host our infrastructure.**

As part of our plans to build the Bramford to Twinstead Reinforcement, we are delivering a Community Fund worth more than £4.2 million to benefit communities in Suffolk and Essex.

The Community Fund has two parts, designed to support both immediate local needs and longer-term priorities:

- a **Local Fund**: local-level grants that directly benefit communities closest to the route
- a **Strategic Fund**: longer-term investment to address shared local and regional priorities.

Following collaboration with community groups, charities, parish councils, elected representatives and local residents, the first part of the Bramford to Twinstead Community Fund, the **Local Fund** is now open for applications.

The Local Fund is being delivered with our partners at Localgiving.

# Eligibility

The full eligibility criteria is detailed below. Please read it through carefully and ensure your project is eligible to be considered for grant support before you submit your application.

## What organisations can apply to the Local Fund?

The following organisations, based in England and Wales and planning to deliver projects in the eligible area near the Bramford to Twinstead Reinforcement, can apply:

- Registered Charities
- Registered non-profit Companies Limited by Guarantee
- Community Benefit/Mutual Societies that do not operate for profit or habitual payment of dividends
- Parish/town councils applying for support with non-statutory projects
- Parent Teacher Associations or “Friends of” organisations associated with schools
- Other constituted non-profit organisations operating for wider community benefit

You can check location eligibility [here](#) or see the map below.

Map showing eligible zone:



## **What documentation do organisations need before they apply?**

- A governing document, constitution, or set of standing orders that confirms non-profit status and an asset lock/dissolution clause. For registered charities and companies this document will be automatically sourced from the relevant regulator
- Up to date accounts (or a 12-month financial projection for new organisations). For registered charities and companies this document will be automatically sourced from the relevant regulator (except for newly registered organisations)
- A bank account in the name of their organisation with at least two unrelated signatories
- A management committee with at least 3 unrelated people/trustees (referred to as directors for registered companies)
- If required, feasibility studies or other supporting evidence demonstrating project need should be included, as they will enhance your application

## **What organisations cannot apply to the Local Fund?**

- Organisations that have previously applied to the Local Fund, or National Grid Electricity Transmission's Community Grant Programme, in the same financial year (running April-March), regardless of that application's outcome
- Organisations that have previously received a grant from the Local Fund or National Grid Electricity Transmission's Community Grant Programme but either have not completed their project or returned a monitoring report
- Organisations that do not meet the required documentation needs outlined above
- Schools and academies
- Statutory bodies, other than parish and town councils
- Private Limited Companies and Companies Limited by Shares, whether they operate for profit or not
- Organisations operating for profit, that regularly pay dividends, or for the exclusive benefit of their members
- Organisations with free reserves significantly higher than previous annual expenditure that do not provide justification for this strategy in their application.
- Organisations based outside of England and Wales

# What funding requests will be considered?

Funding is available for projects demonstrating positive impact benefiting communities hosting infrastructure as part of or are impacted by the Bramford to Twinstead Reinforcement project, and which are aligned with one of the following themes:

- improve community spaces and save energy
- support physical health, mental wellbeing and social connection
- protect the environment and increase access to green spaces
- create opportunities for young people, education and skills
- help communities respond to cost of living pressures.

The following grant sizes are available:

- **Up to £5,000** is available for feasibility studies aligned with the themes of the fund. **Please note** - the funder cannot guarantee that reapplications to the fund following a funded feasibility study will be approved. Applications may include but are not limited to:
  - Studies exploring the need for renovation or construction of a community building
  - Disability access reviews
  - Energy usage reduction audits
- **Up to £10,000** is available for other projects aligned with the themes of the fund. This could include new projects lasting up to 12 months, or expansions/extensions (up to 12 months) to existing or past projects without funding that are not core service delivery/general organisation running costs
- **Up to £20,000** is available for projects involving capital works (significant construction, alteration or repair to a building or land owned by the organisation making an application) aligned with the themes of the fund. **Please note** - if landowner or local authority planning permissions are required to complete the project, these must already be approved before applying for funding. Organisations will also be required to provide the details of at least 3 quotes from different contractors supplying materials or labour

## What funding requests will not be considered?

- Projects primarily based in regions that are not within the eligibility zone
- The onward transfer of grant funds to beneficiaries or other organisations as awards, or bursaries
- Projects aiming to improve land or buildings not owned or leased by the applicant
- Projects involving the advancement of religion or improving spaces used only for worship - applications for non-religious activities are acceptable

- Requests to part-fund projects with a total budget of over £10,000 for feasibility studies, £40,000 for capital works, or £20,000 for all other projects
- Requests to part-fund projects where the funding shortfall has not already been covered by the applicant - the fund cannot offer funding for projects that will need future fundraising or additional grant applications to be carried out
- Requests for funding to meet statutory responsibilities, including but not limited to:
  - provision of social and health care by local authorities
  - delivering the curriculum or other regular activity in schools
  - capital works/repairs to statutory buildings
  - public highways and other infrastructure
- Projects where over 20% of requested funding is for core costs/overheads or where the relevancy of costs to the project is not clear
- Medical/veterinary research, equipment, or treatment
- Legal representation or the costs of planning, making or maintaining a legal case
- Land purchase or covering the cost of planning permission applications or attempts to block planning permission or development rights
- Projects with a primary aim of generating income for the applying organisation
- Prizes or money paid directly to beneficiaries as an incentive to attend activities (reimbursing travel expenses is acceptable)
- One-off community celebrations (such as summer fairs), trips/expeditions of any length, or residential stays
- Political parties or causes
- Retrospective funding - support from the fund must be for projects which can start after National Grid's funding decision has been made and the grant has been received by a successful applicant
- Requests for funding more than 12 months of project delivery

# Frequently Asked Questions

## What are capital works?

For the purposes of this fund, capital works involve significant construction, alteration, or maintenance intended to create or improve a building or land over which your organisation has ownership or a lease. Organisations applying for funding for capital works must provide the details of at least 3 quotes from different contractors supplying materials or labour.

If landowner or local authority planning permissions are required to complete the project, these must already be approved before starting an application to the Local Fund.

## What are statutory responsibilities?

For the purposes of this fund, statutory responsibilities include services delivered by government or a local authority - essential health and social care, emergency services, and education. It also includes the maintenance of public parks, roads and parking facilities, as well as repairs or improvements to buildings owned or operated by statutory organisations.

## What grant sizes are available?

The Local Fund offers three grant sizes in the region. Organisations may apply to the fund once each year.

- Up to £20,000 is available for projects involving capital works (new construction, significant repair or alteration to indoor or outdoor facilities involving contractors) where your application has already sourced quotes from suppliers and secured any necessary planning permission
- Up to £10,000 is available for all other projects meeting the themes of the fund
- Up to £5,000 is available for feasibility studies, including but not limited to: needs analysis for the renovation/new construction of a community building, disability access reviews, energy usage reduction audits

## Does the Local Fund part-fund larger projects?

The fund particularly encourages applications for projects that can be fully funded by the grant sizes National Grid offers. They will also consider requests to part-fund projects with a total budget equalling or under £10,000 for feasibility studies, £40,000 for capital works, or £20,000 for all other projects. Applicants will be asked to describe how additional funding separate to their application to the Local Fund would be spent, and to prove any funding shortfall has been covered.

## What is a funding shortfall?

A funding shortfall is the difference between a part-funding request you make to the Local Community Fund and the total project cost of your larger project. For example - if your organisation applies for £10,000 from the fund and your total project cost is £15,000, the shortfall would be £5,000. Applicants must

demonstrate that any shortfall has already been covered through their free cash reserves or other successful grant applications before beginning their Local Fund application.

### **What are core costs?**

For the purposes of this fund, core costs include running costs such as rent, utilities, governance costs, insurance, and non-project staff costs such as finance teams, fundraising and HR. The fund will not accept applications which focus on covering the essential costs for regular service delivery but will accept requests amounting to 20% of a project's budget on overheads which are pro-rated and clearly related to project delivery.

### **Will the fund accept applications to continue/expand existing projects?**

The fund will consider these requests if they are expansions/extensions lasting no longer than 12 months of existing or past projects that are not core service delivery/general organisation running costs. Applicants must outline the impact of the initial project and how it was previously funded.

### **Can organisations receive funding more than once?**

Organisations can apply to the Local Fund once per financial year (April-March). Successful applicants will need to complete their funded project, use or return all funding, and complete a project monitoring report. If these criteria are met and the project is still based in a location eligible for the fund, organisations may apply again.

National Grid **cannot guarantee** that repeat applications will be funded regardless of previous project outputs, monitoring report quality, or recommendations from feasibility studies.

### **How can I find out if my project delivery location makes my organisation eligible to apply?**

Organisations based in England and Wales can make an application to the fund, provided that their project will be delivered in in the eligible area near the Bramford to Twinstead Reinforcement project (you can check location eligibility [here](#) or see the map below ).

Map showing eligible zone:



## Can we apply for a project that lasts more than a year?

National Grid expects all awarded funding to be used within 12 months and projects should deliver their intended outcome within these dates. If unexpected delays occur your organisation will be able to make a request for a project extension by contacting the fund's support team.

## What is the application process?

Applicants can assess their location-based eligibility and start their application via [Localgiving's website](#). Organisations must complete a due diligence process and submit an application form to be considered for funding. Complete applications are assessed every three months and scored against evaluation criteria by a National Grid funding panel.

## When will I find out about the outcome of my application?

You will be notified of the outcome once a decision has been made following a panel. If you are successful, we will give you further information and ask you to provide your bank details.

Grants are normally paid directly into your organisation's bank account. If you are unsuccessful, we will let you know.

## When do I need to return monitoring?

At the end of the 12-month funding period or once you have completed your project, you will be required to complete our monitoring form. This will include information about the delivery and the success of your project. We may ask for less in-depth information from you as your project progresses to capture any short-term outcomes you have identified in your application.

We will also ask you to kindly supply a quote and a relevant photograph from your project so that the grant organisers can promote your organisation and the impact of the funded work.

## **Our charity covers several construction regions for different National Grid projects. Can we apply multiple times?**

No - we are only able to accept an application from each unique organisation once per financial year. You should ensure that your application focuses on a single construction region and be related to the Bramford to Twinstead Reinforcement project.

## **Who are Localgiving?**

Localgiving is National Grid's appointed delivery partner for the Bramford to Twinstead Local Fund. We help applicants complete the due diligence requirements for the fund and support them through the application process. We also support grassroots non-profit organisations with fundraising. Our members include registered charities, non-profit companies, and constituted community organisations without shareholders.

If you are successful with your funding application, meet the above criteria and are not already a member, you will be provided with a complimentary annual membership with Localgiving. This will give you access to Localgiving's suite of online fundraising and crowdfunding tools, along with access to other funding opportunities.

## **Who do I contact if I have questions about the fund or need additional support?**

If you need assistance or have any questions, please contact our Community Team at: [NGCommunityFund@Localgiving.org](mailto:NGCommunityFund@Localgiving.org)

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