

UK Shared Prosperity Fund (SPF)

Open Call for Project Proposals: People & Skills

Background

The UKSPF Government funding programme has allocated Tendring District Council (TDC) a total of £563,028 to be allocated, spent, and delivered in full by 31st March 2026. Circa £345,000 of this amount can now be applied for under this Open Call for Projects, with the remainder allocated to separate, targeted, grant schemes.

The money can be allocated across the following priorities:

- 1) Communities and Place
- 2) Supporting Local Business
- 3) People and Skills

Please note that the Council has not allocated a specific amount per priority and instead will be assessing applications based on the value for money they can deliver, and evidence of demand/need in the District. There is no upper limit which can be applied for, but the grant request must be based on sound financial forecasting.

This application form welcomes project proposals to deliver under the People & Skills priority. To apply under either of the other two priorities, please refer to TDC's website and use the appropriate form.

The People & Skills Priority includes the following sub-themes, as per Government's criteria:

- Employability
 - Supporting people to progress towards and into employment
 - Support for young people who are or at risk of being NEET
- Skills
 - Essential skills (including numeracy, literacy, ESOL and digital)
 - Employment related skills

Council Officers will place applications into one or more of these themes/sub themes when assessing applications, but please think about which of the themes/sub themes you believe your project will meet, as projects which do not deliver in any of these areas will not be successful.

Proposals will be assessed against the following criteria:

- Value for Money and/or Added Value to an Existing Project
- Benefit to Residents and/or Businesses
- Projects do not have to cover the entire District, and can instead be focussed on one area/community. However, delivery of any project must take place only in Tendring postcodes.

Please be advised that there is a limited amount of funding available, and submission of a project plan does not guarantee that funding from the UKSPF will be allocated. Applications are being welcomed from 7th April 2025 until 1st June 2025; however no payments will be made to successful applicants until the money is received by TDC from Government.

Eligibility, Submissions and Deadline

Projects which have already benefitted from UKSPF or the aligned Fund, Rural England Prosperity Funding, are eligible to apply, for a continuation of the same project or a new initiative. However, all applicants should think carefully about how they demonstrate not only the impact of their proposed project, but how it could continue into the future without the availability of UKSPF beyond this financial year, if appropriate.

Please return this form to the following email address: tendring4growth@tendringdc.gov.uk, along with any supplementary information you feel would be relevant in the Team's consideration of your project.

The submission deadline is 1st June 2025, and applications will not be assessed formally until after that date has passed. Applications will be informally reviewed as they are submitted, in order that Officers can inform applicants that further information may be required, or their project is ineligible, or similar, to allow them to make any required amendments before the deadline. Any outstanding incomplete applications after that date will not be considered.

Submissions must include as a minimum:

- This (Part ONE) application form, completed and signed
- The 'Outputs & Outcomes' Form (PART TWO), which can be found on the TDC website alongside this document

Any queries about the process can be sent to the above mailbox, but please also refer to the Tendring District Council website for further information.

Section One: The Organisation and Project

Lead Partner Organisation Name:

Contact Name:

Contact Email:

Contact Telephone Number:

Is your proposal for an existing or new project?

Existing ☐

New ☐

Which People and Skills theme does your project fall under? If both, please select both.

Employability ☐

Skills ☐

Please give a short description of your project (250 words max)

Please provide evidence to support your project. If your application is for an existing/continuing project, please provide information on its track record and impact so far. For a new project please provide evidence of research into need or demand (250 words max)

Are you aware of any similar projects already running in Tendring?

If yes please provide details (100 words max)

Section Two: The Budget

Please provide a required budget for your project up for 25/26. Please note that the Council has not allocated a specific amount per priority and instead will be assessing applications based on the value for money they can deliver, and evidence of demand/need in the District.

2025/26 Budget Total:

Please briefly explain how you have reached this figure, including any sources of match funding if appropriate: (250 words max)

What would the impact be on your project if a lesser amount of money was offered than has been requested? (250 words max)

Section Three: Beneficiaries

Partnership working is encouraged but not required. What other partners are/will be involved in your project, if any? (100 words max)

Please complete and attach a copy of the UKSPF Outputs and Outcomes Form (PART TWO), available on the TDC website.

Please provide specific details on the output/s & outcome/s you have selected on the Form, including a specific figure for each and how you have reached this estimate.

Please state what you see as the benefits to your project. Include information on where the project is located, a description of its benefits, and who the beneficiaries will be. You may wish to refer to the outputs and outcomes you have selected: (350 words max)

How will you monitor the success of your project? (250 words)

Section Four: Subsidy Control

In line with the Subsidy Control Act 2022, Tendring District Council must establish if financial assistance provided to organisations meets the definition of a subsidy under the regime. For financial assistance to be considered a subsidy, specific conditions must be met.

Tendring District Council considers that any financial assistance given under this scheme will not be considered a subsidy on the basis of using an open call application process and assessment. This application process and assessment is a measure, which treats equally all enterprises in the area, falling within the fund criteria, for which Tendring District Council exercises its responsibilities, and as such, it does not disadvantage any one enterprise over another.

In order for Tendring District Council to make this assessment, please confirm the following:

1. Has your enterprise received any form of financial assistance within the last 3 financial years?

For the avoidance of doubt, financial assistance includes Minimum Financial Assistance subsidies, Services of Public Economic Interest (SPEI) subsidies, De minimis EU state aid, and subsidies given as small amounts of financial assistance under the UK-EU Trade and Cooperation Agreement.

Yes ☐

No ☐

2. If your enterprise has received financial assistance previously, please state the nature and how much has been received:

3. Has your enterprise applied for any other funding from Tendring District Council in the last 3 years, even if unsuccessful?

Yes ☐

No ☐

If yes, please give details of the project and the amount requested/received.

4. Please confirm that you agree to answer further questions in relation to the financial assistance your enterprise has previously received should Tendring District Council deem further questions necessary to be able to award further subsidies.

Yes ☐

No ☐

If the financial assistance given under this scheme is later found to be a subsidy, Tendring District Council intends to rely on the Minimum Financial Assistance (MFA) exemption. MFA allows public authorities to award low value subsidies without needing to comply with the majority of the subsidy control requirements.

MFA has a financial threshold so no recipient can receive more than £315,000 in MFA or comparable types of subsidies over the elapsed part of the current financial year and the two financial years immediately preceding the current financial year.

MFA can be used by a public authority when it is awarding a low value subsidy if the recipient has not reached the allowance threshold of £315,000 within the applicable period set out above and will not breach this threshold on receipt of the subsidy.

Section Five: Declarations and Signature

Please tick to confirm your acknowledgement and understanding that:

- ☐ No monies will be paid to successfully awarded projects, until the UKSPF allocation is received by TDC. A Grant Offer Letter will be issued to successful applicants, which must be signed and returned before any money can be released.
- ☐ Payments to successful applicants will be made in alignment with TDC's standard payment run schedule, meaning that receipt of funds can take up to 30 days from receiving signed Grant Offer Letter. Successful applicants should factor this in to their financial forecasting.
- ☐ All projects in receipt of a grant must respond to requests for updates/evidence of spend in a timely manner.
- ☐ All projects in receipt of a grant must deliver in full by 31st March 2026

Signature	
Full Name	
Position in Organisation	
Date	

Thank you for you completing this application form; to submit it, alongside a completed Outputs & Outcomes Form, please email it to tendring4growth@tendringdc.gov.uk, by 1st June 2025. Please note that submission of a completed project application form is not a guarantee that funding will be received.

Please note that once the projects to be taken forward under SPF have been decided, we will not store your information if your project has not been selected. All applicants will be contacted with the outcome of their application once projects have been assessed formally after the closing date of 1st June 2025. Your project idea will not be shared with anybody else.

If you would like your contact details to be kept on record for us to advise you of any future opportunities, please tick the following boxes indicating by what methods you would be happy to receive contact:

Email ☐

Telephone ☐