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**YORhub – Construction Frameworks for Yorkshire and the Humber**

**Economic Regeneration Theme**

**YOR4Good Fund**

**Site Initiative Application for Resource Support Form**



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# **Introduction:**

The YORhub Frameworks have been developed to provide Public Sector organisations (such as Councils and Blue Light Services) with access to efficient and effective procurement solutions for all their construction requirements. Our frameworks also contractually embed social value measures for the benefit of the local community, including support for local regeneration projects across the Yorkshire and Humber region.

The YOR4Good Fund was created to enable support for local community projects to be delivered by the YORhub Contractors by donating resources in the form of labour, materials or plant from their own firm or their supply chain, known as ‘benefit in kind’ or by providing cash grants to the Fund.

Community Organisations across the Yorkshire and Humber region may apply to the YOR4Good fund for the opportunity to access benefit in kind support by submitting a Site Initiative Application for Resource Support.

Site Initiatives are not a means of receiving a cash grant but are intended to take advantage of resources that are delivering a YORhub Framework construction project nearby. Contractors will donate benefit in kind resources which can be a very efficient way of delivering a community project as resources are often on hand and can take advantages of economies of scale, savings in mobilisation costs or spare/surplus resources.

The YOR4Good Fund Team cannot guarantee that Site Initiative Applications for Resource Support will receive support from our YORhub Contractors, but following your application being approved, we will endeavour to align your requirements with one of our Contractors.

YORhub runs separate time limited campaigns to distribute the cash grants provided by our Contractors once or twice per year dependant on the availability of funds. Information about these campaigns can be obtained by emailing stan.brown@eastriding.gov.uk.

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# **Site Initiative Application for Resource Support Governing Principles:**

1. Site Initiative Applications for Resource Support must meet the eligibility and outcome requirements set out in Section C below and score 50 marks or more from the questions located in Section D to be considered for approval by the YOR4Good Panel Chair.
2. If an application is approved, the YORhub Contractors will be invited to adopt the Site Initiative and donate the resource support applied for.
3. The YOR4Good Co-ordinators will attempt to find a Contractor to adopt approved site initiative applications for resource support but acceptance isn’t guaranteed.
4. Framework Contractors have up to 3 months to adopt approved site initiative applications for resource support.

1. Applications for resource support will be deemed as withdrawn if they are not adopted after 3 months.
2. Site Initiative Application for Resource Support that have been withdrawn may be resubmitted after 6 months from the date of withdrawal.
3. The maximum equivalent value of benefit in kind resource support is £10,000 unless there are exceptional circumstances. If such exceptional circumstances arise, then these must be notified to the YOR4Good Panel by emailing [stan.brown@eastriding.gov.uk](mailto:stan.brown@eastriding.gov.uk).
4. Organisations who have received support from the YOR4Good Fund in the form of benefit in kind or a separate cash grant will generally have to wait 2 years before they can apply again.

# **Instructions for completion of the Site Initiative** **Application for Resource Support form:**

|  |  |  |  |
| --- | --- | --- | --- |
| **Section** | **Section Topic** | **Question Numbers** | **To be completed by** |
| **A** | Organisation Information | 1-6 | Applicant |
| **B** | Site Initiative Information | 7-12 | Applicant |
| **C** | Site Initiative: Eligibility and Outcome Requirements | 13-16 | Applicant |
| **D** | Site Initiative Proposal | 17-20 | Applicant |
| **E** | Site Initiative Application Assessment | 13-20 | The YOR4Good Team |

# **Site Initiative Application for Resource Support form:**

|  |  |  |
| --- | --- | --- |
| **Section A: Organisation Information** | | |
| Q1 | Name of Applicant (i.e. name of beneficiary organisation / community group) |  |
| Q2 | Name of Person submitting this form |  |
| Q3 | Role of Person submitting this form in the beneficiary organisation / community group |  |
| Q4 | Correspondence address for the organisation /community group |  |
| Q5 | Contact email address to be used in connection with this application |  |
| Q6 | Contact telephone number to be used in connection with this application |  |

|  |  |  |
| --- | --- | --- |
| **Section B: Site Initiative Information** | | |
| Q7 | Name of Site Initiative i.e. Community Kitchen Refurbishment |  |
| Q8 | Location where initiative is to be provided (address including postcode) |  |
| Q9 | Approximate value of resource contribution being requested for this initiative (see Governing Principle 7 above): £ |  |
| Q10 | Desired/Aspirational start date |  |
| Q11 | Estimated duration of the project in weeks/months |  |
| Q12 | Desired/Aspirational end date |  |

|  |  |
| --- | --- |
| **Section C: Site Initiative: Eligibility and Outcome Requirements** **Note that Applications not meeting the following requirements will fail.** | |
| **Site Initiative Proposal: Essential Requirements**  **Site Initiatives must meet the essential criteria and provide defined outcomes as follows:** | |
| Q13 | The Site Initiative must be delivered by a Framework Contractor based upon a donation of benefit in kind (i.e. using their own labour/materials or plant and/or similar resources from the supply chain). Applications must be for benefit in kind and not for cash donations.  Can the project be delivered:   1. by a Framework Contractor based upon a donation of benefit in kind? (i.e. using their own labour/materials or plant and/or similar resources from their supply chain)   **Answer Yes/No in the box below** |
|  |
| 1. within the value limit as per Governing Principle 7 above?   **Answer Yes/No in the box below** |
|  |
| 1. by the Framework Contractor taking overall responsibility for the project to ensure any insurance, Health & Safety or CDM Regulation 2015 issues are addressed   **Answer Yes/No in the box below** |
|  |
|  | 1. If this application is approved by the YOR4Good Panel Chair, do you consent to the full content, including the contact details provided, being shared with the Contractors of the YORhub Frameworks as per Governing Principle 1 above   **Answer Yes/No in the box below** |
|  |  |

|  |  |
| --- | --- |
| **Site Initiative Proposal: – Essential Outcomes** | |
| **You must provide a satisfactory response to at least one of questions 14-16 for your initiative to be accepted. Answers are restricted to 200 words per question.** | |
| Q14 | Please use the box below to describe how the initiative will benefit the environment  **OR**  State this is not an intended outcome of this initiative |
|  |
| Q15 | Please use the box below to describe how the initiative will improve employment and skills opportunities  **OR**  State this is not an intended outcome of this initiative |
|  |
| Q16 | Please use the box below to describe how the initiative will help to revitalise a community asset/reduce crime/create a healthier community/help vulnerable people  **OR**  State this is not an intended outcome of this initiative |
|  |
| **Section D: Site Initiative Proposal - Scored Questions** | |
| **You must provide a response to all of questions 17-20 for your initiative to be accepted. These must score a total of at least 50 marks. Each question is worth 25 marks and is scored against the Assessment Table below. Answers are restricted to 500 words per question.** | |
| Q17 | Please use the box below to describe your proposed Site Initiative project  Your response should include as a minimum:   * A full description of the project being undertaken, including whether it has or needs planning permission (or state it is not required) * How the need was established * The extent of community support * If it has a good business case – ensuring initiative longevity     Note - Scores will be based upon how well the project is described and the need for the project explained |
|  |
| Q18 | Please use the box below to describe how your site initiative will be delivered and what resources will be used.  Your response should include as a minimum:   * Key dates * Key tasks * Resources eg suppliers/volunteers/equipment/materials * Who will manage the project on your behalf   Note - Scores will be based upon how robust plans are in place to deliver your project |
|  |
| Q19 | Please use the box below to specify what you aim to achieve with this site initiative and how will you measure the success of it when delivered.  Your response should include as a minimum:   * What do you hope will be achieved by this initiative * Identify which organisations/groups will benefit from the initiative * Identify the approximate number of people that will benefit from the initiative * How will you measure the success of the initiative   Note - higher scores will be awarded to projects that maximise the number of beneficiaries. The numbers will depend on the nature of the project |
|  |
| Q20 | Please use the box below to explain how long the benefits of your project will last including.  Your response should include as a minimum:   * What plans are in place to sustain the benefits and secure a lasting legacy * How will it be managed after the site initiative has been completed * Who/position within the beneficiaries organisation will be responsible for managing the project after the site initiative has been completed * How the project will have a sustainable impact rather than it being a one-off benefit   Note - Scores will be awarded based upon the longevity of benefits and levels of support to maintain these |
|  |

|  |  |
| --- | --- |
| **\*Assessment Table** | |
| **Score** | **Assessment** |
| 25 | **Outstanding:** The response is fully satisfactory in all areas |
| 22.5 | **Excellent:** No significant reservations, minor reservation in one area of the response |
| 20 | **Very good:** No significant reservations, minor reservations in two areas of the response |
| 17.5 | **Good:** Significant reservation in one area OR minor reservations in three areasof the response |
| 15 | **Better than satisfactory:** Significant reservation in one area and minor reservations in one area OR minor reservations in four areas of the response |
| 12.5 | **Satisfactory:** Significant reservation in one area and minor reservations in two OR Significant reservation in one area and minor reservations in three areas of the response |
| 10 | **Less than satisfactory:** Significant reservations in two of the areas OR Significant reservations in two of the areas and minor reservations in one area of the response |
| 7.5 | **Weak:** Significant reservations in two of the areas and minor reservations in two areas of the response |
| 5 | **Poor:** Significant reservations in three of the areas of the response |
| 2.5 | **Very poor:** Significant reservations in three of the areas and minor reservations in one area of the response |
| 0 | **Unacceptable:** Significant reservations in all four areas of the response |

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| --- | --- | --- | --- | --- | --- |
| **Section E: Application Assessment** | | | | | |
| **Assessment Recommendation - YOR4Good Fund Co-ordinator** | | | | | |
| **Applicant Submission History** | | **(Yes/No)** |  |
| Has Applicant failed to attract sponsor in past 3 months as per Governing Principle 5 above? | |  | **If Yes – Application cannot be resubmitted until 6 month period concluded** |
| Has Applicant received resource support from YORhub (or a separate cash grant) in past 2 years as per Governing Principle 8 above? | |  | **If Yes – Fail OR identify why application may proceed:** |
| **Pass/Fail Questions** |  |  | |
| **Essential Requirements:** | **(Pass/Fail)** | **If Fail – which requirement(s) not met and why** | |
| Q13a |  |  | |
| Q13b |  |  | |
| Q13c |  |  | |
| Q13d |  |  | |
| **Recommendation** | **The Essential Requirements are Met/Not Met** | | |
| **Essential Outcomes:** | **(Pass/Fail /Not an intended outcome)** | **If Fail – which requirement(s) not met and why** | |
| Q14 |  |  | |
| Q15 |  |  | |
| Q16 |  |  | |
|  | **(Yes/No)** |  | | |
| **Minimum of 1 Essential Outcome Met** |  |  | | |
| **Recommendation** | **The Essential Outcomes are Met/Not Met** | | | |
| **Scored Questions:** | **Score** | **If Total score is below 50 marks - identify weakness(es) in response below** | |
| Q17 |  |  | |
| Q18 |  |  | |
| Q19 |  |  | |
| Q20 |  |  | |
| **Total Score** |  |  | |
| **Recommendation** | **The Minimum Score Threshold (50 marks) is Met/Not Met** | | |
| **Overall Recommendation** | **The Site Initiative is approved/rejected** | | | | |
| Fund Co-ordinator Name |  | | | | |
| Date |  | | | | |
|  | | | | | |
| **Assessment Decision: YOR4Good Panel Chair** | | | | | |
| **Decision** | **The Site Initiative Application for Resource Support is approved/rejected** | | | | |
| Reason For Rejection If Applicable |  | | | | |
| Fund Panel Chair Name |  | | | | |
| Date |  | | | | |