

2023 - 4

Chiltern Railways Community Investment Fund Guidelines(2023/4)

Chilternrailways

Community Investment Fund:

This handbook outlines what the Community Investment Fund is and provides guidance for groups who wish to submit an application. Supporting and investing in our local communities is important to us and is imperative to furthering social, economic, and environmental development across our route.

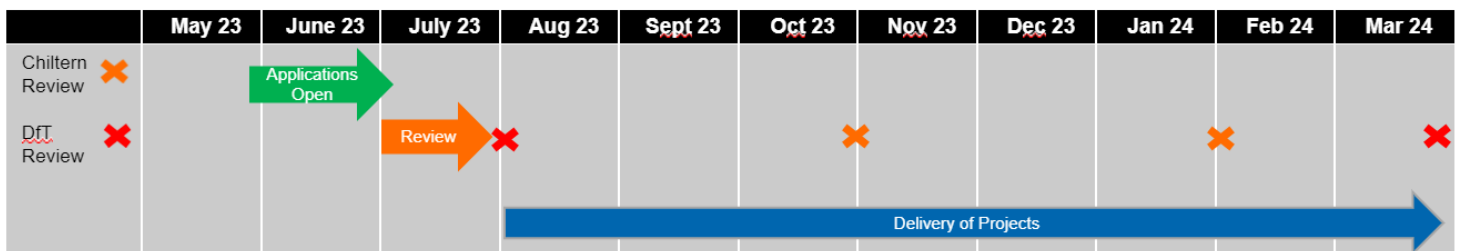
This fund is delivered in partnership with the Department of Transport's Community Rail Strategy:

- Providing a voice for the community
- Promoting sustainable, healthy and accessible travel
- Bringing communities together and supporting diversity and inclusion
- Supporting social and economic development

The Community Investment Fund (CIF) is allocated to Train Operators in England to support the development of Community Rail. Local groups have the opportunity to bid for funding for schemes that add social, economic or environmental value to local communities.

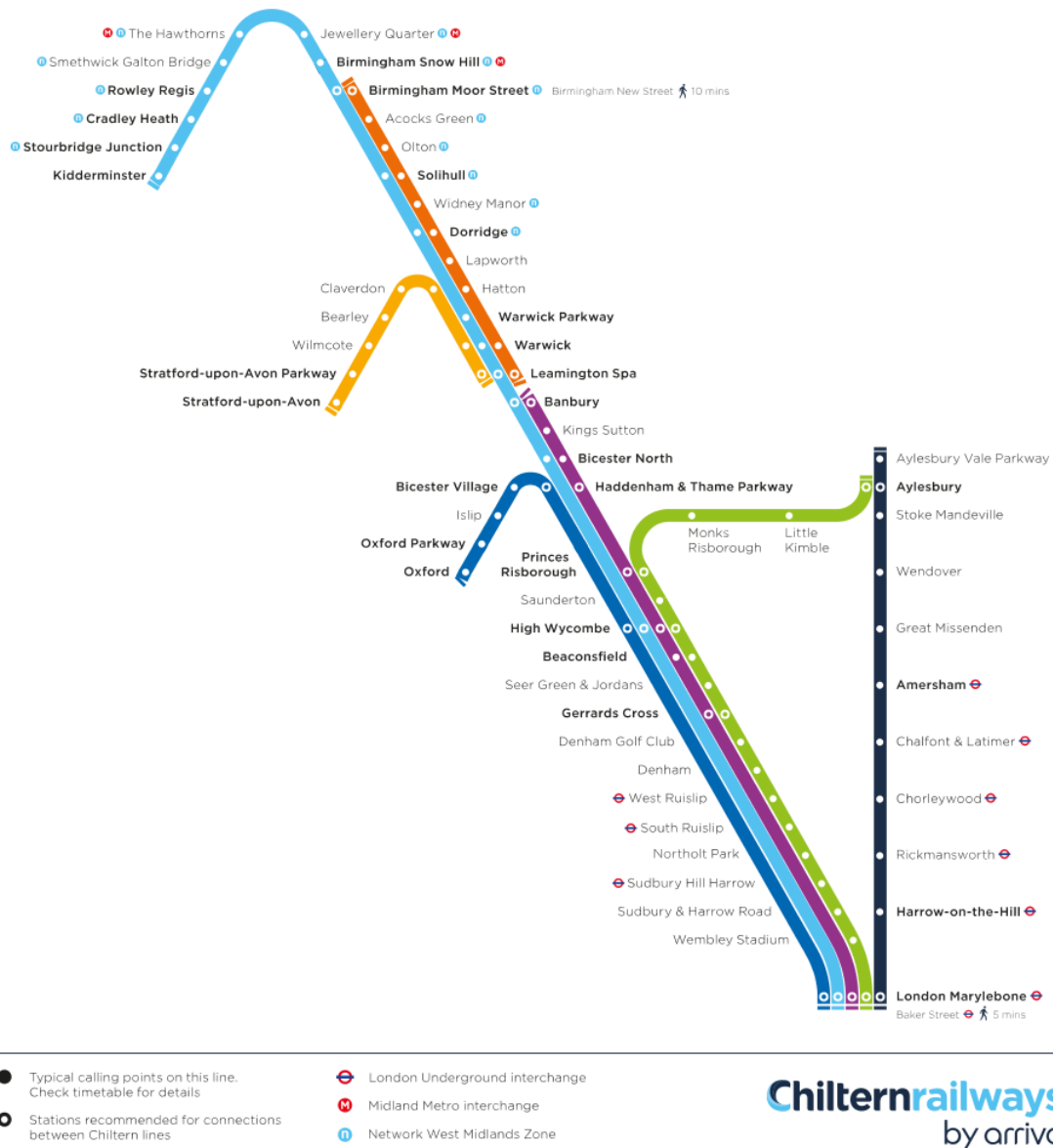
Key Dates and Timeline:

- Applications are open to local community groups, community rail partners, charities, educational establishments, and local public bodies or authorities from **Monday 5 June until Monday 3 July (midnight)**.
- Chiltern will then undertake a review of the projects according to the criteria set out in this document.
- We hope to be able to feedback to groups by the 31 July 2023, with final confirmation being given once funding is confirmed from the Department for Transport.
- Projects must be delivered before the end of the financial year **31 March 2024**.



Route Map of Eligible Locations:

Any groups applying for funding must be located within 5 miles from one of Chiltern Railways managed stations. The project can relate directly to improvement activity at one of our stations or be in one of the villages, towns, or cities where we operate.



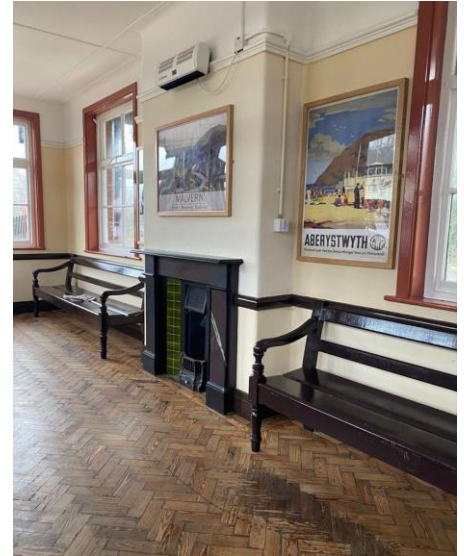
BID Guidance:

Project Value:

- Minimum BID £5k.
- Maximum BID £25k.

Application Deadlines:

- Applications open 09:00 on Monday 5 June 2023.
- Applications close at 23:59 on Monday 3 July 2023.



Projects Must:

- Be within 5 miles of a Chiltern Railways location.
- Meet one or more of the below project criteria.
- Provide social, economic and environmental benefits to local communities.
- Contain a detailed plan for delivery of the project before the 31 March 2024.
- Organisations applying for funds must have a bank account in order to receive the Community Investment Fund.
- Outline if any long-term maintenance will be required if involving railway property.
- Outline that permission has been granted if the project involves private or public land.

Projects Must Not:

- Apply for funds in order to generate Commercial revenue for the bidding organisation, Chiltern Railways or any other third-party organisation.
- Require ongoing financial funding from Chiltern Railways beyond 2024.
- Cost less than £5k or more than £25k to deliver.

Examples of Projects we are looking to Invest in:

Upgrading Buildings or Station Areas:

Applicants can put forward a bid to transform or refresh poorly maintained buildings at a station or local to the route. Applicants are required to outline how the building or space will be used and how this benefits the local community. Please note that internal resource to support these schemes is limited within Chiltern Railways, so the bidding group will need to manage the upgrade process with guidance from Chiltern.

Community Promotion and Rail Trails

These projects could include adding wayfinding, artwork or creating routes that make rail travel easier for customers to understand. This could also include promoting local tourist attractions, business groups or community organisations.



Sustainability

These projects could promote sustainable travel such as cycling and walking connections between our stations and town centers. They could also include investment in green infrastructure to improve biodiversity, reduce carbon emissions and improve the overall environment for local communities.

Education

The project could contribute to the social and economic development of local communities through the delivery of projects within schools, charities or disadvantaged groups. For example, school education programs on rail safety, trips for unrepresented or disadvantaged social groups or the promotion of accessible transport modes.

Accessibility

The project could seek to improve travel for accessible customers through education programs, physical investment or wayfinding. These schemes will help to tackle isolation, anxiety and barriers which may prevent individuals with diverse needs or disabilities from using the railway network or local community facilities.

History and Heritage

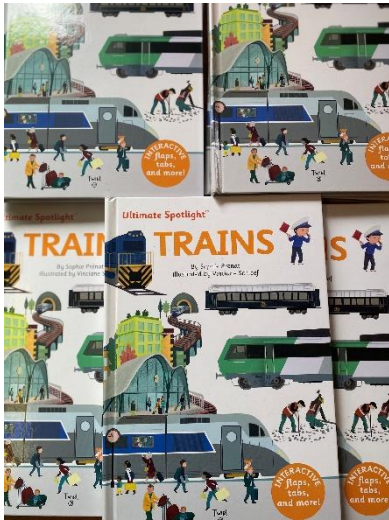
The project could promote culture, history or heritage within the community and/or improve established links to the railway. This could involve repairing historic community assets, promoting cultural events or holding events to commemorate historic occasions.

Marketing Criteria

Chiltern Railways will score applications according to the criteria listed below. The maximum score is 5 marks per question (25 Maximum score). Please outline how your project meets each of the marking criteria listed below, providing any supporting evidence.

1. **Deliverability** – The project can be delivered by March 2024. The project has a clear plan and can be managed and delivered by a third party. Chiltern Railways will support with stakeholder management and the process of applying for permissions if the project involves railway property.
2. **Social benefit / value** – The project can detail how they will deliver social benefits to the local community. Examples include providing economic benefits, volunteering or social opportunities and environmental benefits.
3. **Education and awareness** – The project will improve awareness of the railway, such as promoting public transport, railway safety campaigns, promotion of accessible travel and/or wayfinding between the railway and local community.
4. **Community support and engagement** – The project has support from a wide range of stakeholders, including local people, Chiltern Railways customers, community groups, charitable organisations or local political or business organisations.
5. **Legacy** – The project will have lasting benefits for the community beyond March 2024. All applications must entail how projects will be managed (If applicable) beyond the end of the financial year.

Community Rail Projects and Examples:



1 National Literacy Trust



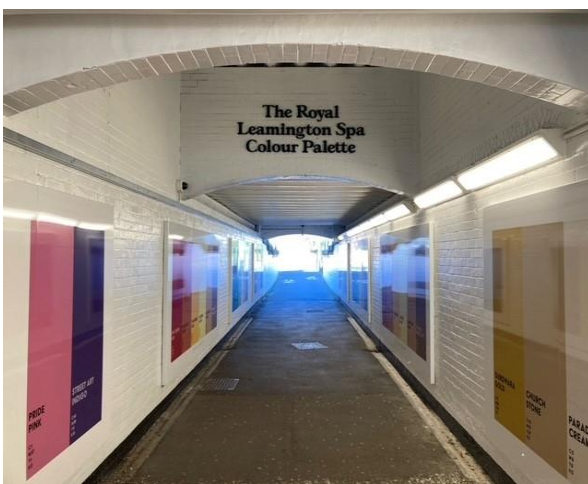
2 Friends of Aylesbury Station gardening projects



3 Primary Engineer's school education program



4 Remembrance Service at Leamington Spa



5 Heart of England Community Rail Partnership



6 Brew Monday with the Samaritans at Warwick Parkway