



UK Community Renewal Fund in **West Yorkshire**

Invitation to Submit Project Bids

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Summary

Lead Authority	West Yorkshire Combined Authority
Fund	UK Community Renewal Fund
CRF eligible Area:	West Yorkshire Local Authority District Areas : <ul style="list-style-type: none"> • Bradford – Priority Area • Calderdale – Priority Area • Wakefield – Priority Area • Leeds – Other Area • Kirklees – Other Area
Invitation to bid Opens:	31st March 2021
Invitation to bid Closes:	12.00 noon, Friday 7th May 2021
Minimum application level	<p>Applications are expected to demonstrate appropriate scale and impact.</p> <p>The minimum size bid for any single project should be no less than £200,000.</p> <p>Maximum single bid per priority/non-priority place is £3,000,000.</p> <p>Applications requesting an amount below the 'Minimum Application Level' will be rejected.</p>
Duration of project	<p>Projects are expected to start delivering from August 2021.</p> <p>Projects must be financially completed by no later than 31st March 2022. Project costs cannot be incurred beyond this date.</p> <p>Unless you are able to commit to delivery in this timeframe please do not bid.</p>
Application Process:	<p>Applications for funding must be completed and submitted to West Yorkshire Combined Authority using this email address: WestYorkshireCRFapplications@westyorks-ca.gov.uk</p> <p>Applications late or submitted via any other method will not be accepted.</p>

1. Introduction

As set out in the Government's UK Community Renewal Fund Prospectus, West Yorkshire Combined Authority, assigned as the Lead Authority in this area, is seeking bids from organisations wishing to deliver activity as part of the UK Community Renewal Fund in **West Yorkshire**.

The national Prospectus provides detailed information on the objectives of the Fund, how it operates, including the process and selection criteria that will be used to assess bids.

This West Yorkshire Prospectus sets out the investment priorities and the type of projects it intends to support locally and sets out the requirements for any applicants to consider before applying.

The UK Community Renewal Fund is **predominantly revenue funding (90%)**. However, in limited circumstances, it will support both revenue and capital costs.

Successful UK Community Renewal Fund bids will be for **2021/22 only** and activity must be completed and end by **31st March 2022**.

Please read the UK Community Renewal Fund Prospectus and the UK Community Fund Technical Note for Project Applicants and Deliverers before starting work on a bid. They are available [here](#).

2. Background

To help local areas prepare for the introduction of the UK Shared Prosperity Fund, the UK Government is providing funding in 2021/22 through the UK Community Renewal Fund. Government is interested in bids that build on local insight and knowledge, and project proposals that align with long-term strategic plans for local growth, target people most in need and support community renewal. In addition, projects should show how they complement other national and local provision. A focus for the Fund both nationally and locally is to **support innovation and new ideas in these areas**, investing in **pilots** that draw on local insights and which will help places to prepare for the introduction of the UK Shared Prosperity Fund in 2022. Locally projects will be prioritised which add value to the local strategic investment priorities as set out in **Section 5** below.

West Yorkshire Combined Authority has been designated as a Lead Authority by the UK Government. As a Lead Authority, West Yorkshire Combined Authority is responsible for:

- issuing this invitation to bid
- receiving bids
- appraising and prioritising a shortlist of projects up to a maximum of £3m per place

- submitting a shortlist to UK Government who will assess the proposals and select projects based on the criteria set out in the UK Community Fund Prospectus.
- entering into a funding agreement with UK Government to deliver successful bids.
- entering into a funding agreement with the successful bidders once funding has been agreed by the UK Government.
- undertaking monitoring and assurance activity.
- paying grants to successful projects and managing their performance.

Full details of the role of Lead Authorities can be found in the UK Community Renewal Fund Prospectus.

3. UK Community Renewal Fund investment themes

As set out in the UK Community Renewal Fund Prospectus there are four key investment themes and all projects must align with at least one of these themes:

- Investment in skills
- Investment for local business
- Investment in communities and place
- Supporting people into employment

There are no financial allocations to these priorities.

As 90% of funding available through the UK Community Renewal Fund is revenue funding and only available in 2021/22, projects should be predominantly, or exclusively revenue based. Projects that focus predominantly on the construction or major refurbishment of buildings, the purchase of land or the purchase of large pieces of equipment will not be supported.

4. Introduction – West Yorkshire economy an area of great Opportunity

4.1 The place - West Yorkshire

The work of the West Yorkshire Combined Authority covers the West Yorkshire authority areas of Bradford, Calderdale, Kirklees, Leeds and Wakefield.



West Yorkshire is key to re-balancing the national economy and enabling the North of England to 'level up' and contribute fully to, national economic growth. Located at the heart of the Northern Powerhouse, with an economy larger than that of several European countries, all the cities and towns have distinctive strengths built from their communities, heritage, character, industries and cultural assets. The unique mix of places, people and businesses within the region, are vital to the long-term success of the area.

An attractive place to live, with a mixture of vibrant towns and cities set amongst some of the most beautiful landscapes in the country, West Yorkshire has a strong tourism offer and outstanding cultural and leisure opportunities. Home to over 2.3 million people, a workforce of 1.1 million people and over 90,000 businesses, the region increasingly draws highly skilled, knowledge intensive service sector workers. The region is well connected and it is ideally placed, within one hour's drive of seven million people. West Yorkshire is already the key link for transport between the North and the South and significant further investment is coming to the region through High-Speed Rail and Northern Powerhouse Rail.

The West Yorkshire Combined Authority brings together local authorities, businesses and a range of partners to work together to champion the region, harness the strengths of its people and places and create even greater prosperity for all.

4.2 The vision for West Yorkshire

The Combined Authority and Local Enterprise Partnership vision for West Yorkshire is that by 2030:

To be recognised globally as a place with a strong, successful economy where everyone can build great businesses, careers and lives supported by a superb environment and world-class infrastructure.

4.3 Strategic Economic Framework

The Strategic Economic Framework (SEF), [approved September 2020](#), sets out how the vision for West Yorkshire will be achieved, demonstrating a bold strategy for transformation across all facets of the economy. The SEF and the Vision for West Yorkshire are based on a clear understanding of the key strengths and assets in the region, and a commitment to working in partnership to make full use of these assets, address long-term challenges, unlock opportunity and fulfil the region's exceptional potential.

The SEF is used to guide investment prioritisation and investment decisions in West Yorkshire. The local Community Renewal Fund investment priorities, set out below in **Section 5**, are derived from the wider suite of documents within the SEF. The SEF has been designed to be flexible and agile, able to contain a range of policies and be easy to amend and expand, responding to changes and need in the local economy. It brings together existing and subsequent policies and strategies under a single banner, ensuring greater alignment between all strategies, priorities and vision for the region.

For full details of the policies, strategies and priorities within the SEF, please click [here](#).

4.4 Investing well – impact of COVID-19 on the West Yorkshire economy

The pandemic has given rise to exceptional challenges – to the overall economy, to businesses and to the lives of individuals - that have affected everyone in West Yorkshire in some way. In the collective efforts to stop the spread of the virus, businesses have been required to stop or reduce trading, and travel into cities, towns and rural areas has vastly decreased. There have been large increases in unemployment and applications for Universal Credit, and a significant increase in the number of businesses that are struggling to survive despite support mechanisms locally and nationally. Large numbers of workers are on furlough, at the time of writing, with many at increased risk of redundancy when government support comes to an end.

In response to the economic crisis, in September 2020 the Combined Authority approved the Economic Recovery Plan and the Transport Recovery Plan [available here](#). Independent analysis conducted for the Combined Authority estimated the potential reduction in the size of the West Yorkshire economy at up to £12bn, as a result of COVID-19.

In selecting the bids that will be forwarded to the UK Government for consideration and selection, West Yorkshire Combined Authority will prioritise the bids that have the greatest potential to deliver significant economic, environmental and social benefits through well targeted investment, and help to deliver a net zero carbon, inclusive economy through which everyone in the region can have a great quality of life.

Local priorities for investment are set out in **Section 5** below.

5. West Yorkshire Investment Priorities

5.1 Geographic Coverage

To ensure the UK Community Renewal Fund funding reaches the most in need, 100 priority places based on an index of economic resilience across Great Britain which measures productivity, household income, unemployment, skills and population density have been identified. All other areas fall in the 'other category' and whilst all areas are eligible the priority areas are expected to benefit greater than other non-priority areas.

In line with the Government guidance projects in West Yorkshire must benefit the following places (as set out in the list of places [here](#)).

- **Bradford** – *Priority Area*
- **Calderdale** – *Priority Area*
- **Wakefield** – *Priority Area*
- **Leeds** – Other Area
- **Kirklees** – Other Area

Applicants need to ensure their project will operate across one or more of the following West Yorkshire local authority district priority and non-priority places.

Applicants will be required, within the CRF Application Form, to list which of the local authority district geographies they are proposing to cover and also explain how their service will be delivered in each of their proposed local authority areas. Attention should be paid to geographical areas where there is currently no existing provision, or where there are identified gaps in provision.

5.2 Local investment priorities in West Yorkshire

In line with the four broad UK Community Renewal Fund investment priorities, set out by Government, West Yorkshire Combined Authority is inviting bids from partners to help deliver the following local investment priorities ;

INVESTMENT IN SKILLS

Economic Context in West Yorkshire

Our vision is for West Yorkshire to be a world-leading region where investment in skills, training and education, and support from employers go hand in hand to create a diverse, inclusive, and highly skilled workforce with good jobs, leading to sustained improvements in the quality of life for all.

The impact of Covid-19 means that there will be increased demand for reskilling support to enable people displaced by the crisis, or at risk of displacement, to access new career opportunities and in growth sectors. People in West Yorkshire are more likely to be low qualified or hold no formal qualifications at all and this makes it more difficult for them to access new job opportunities without upskilling

support. In the longer term as the local economy returns to growth there is a risk that sources of growth could be constrained due to a lack of supply of skilled workers. At the same time longer-term trends like automation and the shift to clean growth will shape the demand for labour, displacing some workers but creating opportunities for others with a need for new green and digital skills. This investment priority aims to address this issue by connecting people to emerging opportunities and as a result supporting economic resilience and growth in the medium to longer term. It is about reducing inequality and increasing inclusivity, and about creating the resilient and sustainable environment for our shared future.

This investment priority aims to address the demand-side needs highlighted in the West Yorkshire Economic Recovery Plan by developing skills needed in the local economy, including:

- Developing the skills needed for a green recovery.
- Developing the digital skills needed for future economic resilience and inclusion.
- Develop green and digital skills that are needed in the labour market/ by employers in order to build individuals' career readiness and adaptability in response to the economic impact of C-19.

Detailed labour market data can be found here.

<https://www.westyorks-ca.gov.uk/media/6033/local-skills-report-final.pdf>

West Yorkshire CRF funding priorities

In order to support the work of the new Green and Digital Skills Partnerships, projects to be supported will consider **new and innovative approaches** to equip people with the skills they need to capitalise on the opportunities and needs of their local area and meet the needs of an **increasingly green and digital economy**.

Digital Skills interventions should aim to address;

- the prevention of Digital Exclusion - developing basic and essential digital skills and supporting the resolution of data poverty with the ongoing challenge of accessibility and connectivity.
- SME and Charity Digital Growth - developing essential digital skills to increase resilience and sustainability of organisations and the individuals that work within them. Supporting in-work progression and productivity growth.
- supporting Educators and young people to gain and grow the digital skills required in the workplace and support future career ambitions.

Green/Construction Skills interventions should aim to address;

- support for specific skills needs required to transition to net zero emissions and ensure a just transition for jobs at risk from decarbonisation.
- support the future workforce and employment opportunities presented by the scale of projects such as retrofitting building, including the need to provide quality careers information and inspiration that highlights the importance of take-up of STEM subjects.

INVESTMENT FOR LOCAL BUSINESS

Economic Context in West Yorkshire

In order to level up across and within places there is a need to grow a more inclusive, resilient, sustainable economy with more productive businesses, better levels of skills and entrepreneurialism, less inequality, and better environmental sustainability. A recovery that produces resilient and thriving businesses, boosted by innovation, high skills and entrepreneurialism which supports a clean growth recovery that grasps the opportunity to deliver sustainability across all our places.

Deliver levelling up through increased productivity in good work

Prior to the pandemic the region had the fastest growing digital sector in the country (employment growth of 48% between 2015 and 2018), and previously identified strengths in health tech and food production which are now at the forefront of the recovery. Yet output per hour worked is largely unchanged since 2010 in West Yorkshire, once the impact of inflation is removed, and remains about 14% lower than UK levels. Productivity remains the key long-term route to improved living standards but must be done in a way that unlocks good work - 271,000 West Yorkshire employees (29% of the total) were not in good quality work (ONS definition based on Taylor Review) before COVID-19 and response has shown just how important relationships between employers and employees can be.

Increasing digital & innovation driven entrepreneurialism

Entrepreneurialism has been a critical driver of economic growth out of difficult times, and West Yorkshire has the ingredients. Annually the region generates more than 10,000 start-ups. Many of these businesses are already innovating in response to COVID-19, in sectors identified as local strengths pre-COVID, including food and drink, health tech, creative and digital and professional services. In a scenario where there may be higher levels of unemployment and fewer job opportunities initially, digital skills, mission led innovation and a renewed focus on pre-start and start-ups will be critical to the regions new opportunities as they arise and attracting talent into the region from elsewhere.

Investments in this area will also support the Leeds City Region Innovation Framework: Innovation for everyone, where the vision is for innovation for the Leeds City Region to be : *“A place that is globally recognised for developing an open, inclusive, thriving and coherent innovation ecosystem, where SMEs, budding entrepreneurs and individuals are inspired to innovate and can easily navigate the support landscape and connect and collaborate with others to create new and better solutions for business growth and societal good.*

At the same time as supporting this ‘radical innovation’, it is essential that the broader diffusion of ideas and technology into the micro dominant business base is supported, within both urban and rural settings, to further drive-up innovative activity, behaviours and productivity in the wider business base, and support our net zero ambitions. And across these, the need to support greater diversity in innovation – across individuals, businesses and society, supporting innovative behaviours and activities across the region.

West Yorkshire CRF funding priorities

In re-imagining the economy post pandemic, to support the opportunities to support new and growing strengths, and to boost entrepreneurialism in our communities, projects to be supported will:

- seek **creative and pilot actions**, in particular at a very local/community level which help **businesses to innovate, grow and create and sustain jobs**. Schemes must add value to existing national and local offers.
- support **research to support how local barriers to enterprise** may be addressed as part of the recovery.
- seek to support a focus on **innovative support for SMEs**

INVESTMENT IN COMMUNITIES AND PLACE

Economic Context in West Yorkshire - Post Covid Ready Places

Recovery offers the opportunity to accelerate a process already begun to transform the towns and cities of West Yorkshire into successful, sustainable places. The West Yorkshire Combined Authority has a number of [Spatial Priority Areas](#) (SPAs) developed with partner councils to secure transformational change. The SPA locations can be viewed on this [map](#). The challenges will be different in the major urban centres of Leeds, Bradford, Huddersfield and Wakefield, compared to the smaller town and rural locations. Around three quarters of businesses expect measures such as social distancing to be in place for between three and twelve months¹. In the shorter-term *rescue* phase of economic recovery, a focus on addressing social distancing requirements as opening up of the economy proceeds will be needed and confidence in safe public places needs to be rebuilt. In the longer term, analysis by Cushman & Wakefield², JLL³ and others suggests that whilst remote working and lower density office space will remain desirable, companies and workers will still demand spaces that promote collaboration, interaction and wellbeing. In the medium-term *re-imagining* phase, therefore, Towns Fund, Future High Street and other programmes need flexibility to respond to a potential further rapid contraction of retail and commercial use in towns and cities using transitional uses to try and test what works best for different places, including how culture can be play a central role in making cities, towns and high streets, places people want to be. And in resilience, some places will need large scale interventions to create future markets, with brownfield sites (largely within urban cores) brought forward to provide a good quality affordable housing offer, alongside the social infrastructure to make good places to live.

¹ Leeds City Region / Chambers of Commerce Quarterly Economic Survey, Q2 2020

² The Future of Workplace, Cushman & Wakefield

³ The Future of Global Office Demand, JLL

Resilient Communities

COVID-19 has reinforced powerfully the need for holistic approaches to developing resilient, healthy, safe communities with local green space for all communities to use. 62% of people expect to work from home more in the future than prior to lockdown according to a West Yorkshire Combined Authority transport survey (*Source West Yorkshire Covid-19 Transport Survey Wave 4*), whilst more than a fifth (22%) of businesses expect the move to home working to be in place permanently (*LCR Chambers of Commerce Quarterly Economic Survey from Q2 2020*). Existing places need to be strengthened, building on learning from district Streets for People pilots. The opportunity to increase flood resilience for the communities that have faced devastating impacts in the events of 2015 and 2019 will also need to be taken in to account in future investments. But with building opportunities also central to recovery, this approach needs to apply also when creating new developments, giving priority to the design of future-proof homes, including space for working/study, and homes that allow individuals to be shielded when necessary.

Addressing New Challenges

Recovery offers a specific opportunity to both support the transition and meet the net zero carbon target in West Yorkshire and to stimulate jobs and skills opportunities, by addressing existing issues in the regions housing stock through public investment. Producing high performing energy efficient homes is an opportunity to build on the existing strengths of the region in Modern Methods of Construction, stimulating MMC home building programmes linked to training and investment in new technology. Alongside this, retro-fit energy efficiency programmes are needed for existing buildings, offering a long-term solution to tackling fuel poverty in the region (fuel poverty affects more than 20% of households in 100 of our communities) and an opportunity to create high numbers of skilled jobs.

Cultural and creative sectors

The cultural and creative sectors, important in their own right in terms of their Economic and employment footprint, spur innovation as well as contributing to numerous other channels for positive social impact (well-being and health, education, inclusion, town regeneration etc). They have also been among the hardest hit by the pandemic with large cities often containing the greatest share of jobs affected by the pandemic.

West Yorkshire CRF funding priorities

Covid-19 has diverted attention from the levelling up agenda for the North but this has now become even more acute in terms of deprived communities that already needed targeted investment to deliver resilience for the future. To address the needs of people and places of West Yorkshire projects to be supported will:

- **explore opportunities for promoting culture-led regeneration and community development** – for example investing in culture focused **feasibility studies** and community facilities to attract people to places, **including research for projects** that could generate footfall to support other private-sector businesses, opportunities to improve efficiency and collaboration

by joining up local public services that can contribute positively to post COVID ready places.

- **improve green spaces and preserving important local assets** – for example enhancing natural assets, including green spaces in neighbourhoods and housing estates, to enhance quality of life to attract and retain talent, and attract tourism.
- **develop a home retrofit pilot** - links to skills, training, improving health, increasing household income etc - focus on supporting the community, training neighbourhood assessors, able to champion and act as ambassadors for green technology.

SUPPORTING PEOPLE INTO EMPLOYMENT

Economic Context

Our vision is for West Yorkshire to be a world-leading region where investment in skills, training and education, and support from employers go hand in hand to create a diverse, inclusive, and highly skilled workforce with good jobs, leading to sustained improvements in the quality of life for all.

The impact of Covid-19 has greatly increased the barriers and challenges that face young people in making the transition into the world of work. Access to employment opportunities for education leavers has been severely disrupted whilst the employment prospects of young people already in work have also been affected. The career landscape that young people will need to navigate in future has been disrupted by Covid-19 and there could be further shifts as a result of Covid-19. Existing occupational pathways for young people in sectors like retail are likely to be disrupted by structural changes to the economy brought about by Covid-19 and the information, advice and guidance provided to young people needs to be re-calibrated.

The impact of the pandemic on young people's mental health has been quite profound with a devastating impact on many young people– including an increase in anxiety and depression, losing motivation and hope for the future. Some young people will be dealing with multiple pressures, including bereavement or experiencing trauma during this time. Many now feel the pressure with concerns about school, college or university work, which exacerbates their fears about their future employability.

Unemployment affects the long-term prospects of young people

Action to address youth unemployment is critically important because being unemployed when young leads to a higher likelihood of long-term 'scarring' in later life, in terms of subsequent lower pay, higher unemployment and reduced life chances according to a wide range of research (see [Youth unemployment produces multiple scarring effects | EUROPP \(lse.ac.uk\)](#) for summary).

Detailed labour market data can be found here.

<https://www.westyorks-ca.gov.uk/media/6015/wyca-labour-market-report-2021-final-210317.pdf>

West Yorkshire CRF funding priorities

In order to support young people most hit from the pandemic, especially those who are disengaged and vulnerable and have particular learning needs or barriers to learning, projects are sought which will;

- develop and deliver **creative and pilot actions especially those at a very local/ community level**, to add value to existing national and local offer.
- support wider **health and wellbeing, mental health** support – building back ambition and aspiration in the young people of West Yorkshire – acting as a feeder for the more structured courses/offers already available (incl. routes into enterprise).
- focus on individuals who find it difficult to engage with mainstream provision or for whom mainstream provision is not an option – **testing what they need to fully engage**.

Projects will play an important role in inclusive growth by ensuring that opportunities are open to all and that disadvantaged groups are targeted and are flexible and responsive in the areas where young people have been impacted the most.

In West Yorkshire Bids should be no smaller than **£200,000 and no larger than £3m per priority/non-priority area**. However, applicants are asked to be mindful that the UK Government anticipates supporting a range of projects by theme and size, and in order to maximise impact and deliverability applicants are encouraged to consider larger projects (£500,000+) where this is possible.

5.3 Prioritisation - Additional Considerations

In addition to meeting one or more of the local investment priorities set out in Section 5.2 above, bids will be prioritised where they ;.

- are developed in partnership with others - applications are encouraged from consortia or other similar types of partnership arrangements. In each such case the application must be completed and submitted by the lead organisation on behalf of the partnership/consortia. The lead applicant must have the financial capacity to meet the required Due Diligence criteria and, if funding is awarded, this organisation will then become the lead Grant Recipient, accountable for delivery of the overall Project.
- while developing a response to the Invitation to Bid applicants are encouraged to contact the relevant Local Authority(s) Single Point of Contact (SPOC) to best

align bids, avoid duplication, and enable partnership working, where possible. A list of the SPOCs is available on the West Yorkshire Combined Authority Website for the UK Community Renewal Fund – [available here](#).

- undertake 'active research' to develop activities by using existing research/ findings which can be tried and tested in a different way e.g. with a different target group, in a different area, by adding to the identified approach/ findings. Projects will need to outline processes for identifying social innovation and action learning opportunities and how these are best developed. The use of 'experts by experience' may be key in the solution definition.
- lever in additional match funding. Applicants are encouraged to maximise the leverage of other funding. This has a number of benefits including enhanced alignment with other provision and efficient delivery which increases value for money.
- test an integrated approach across the themes. The investment priorities are multi-dimensional and may be applied in combination. There is an expectation any projects seeking funding will need to support carbon reduction in line with the Combined Authority' target of achieving a net zero carbon economy by 2038.
- Applicants are asked to note, that in line with the Government guidance, applicants will be charged a 2-3% management fee to support the Combined Authority to carry out its role. This will be taken off the final grant awarded to any successful bid. This should be taken into account when calculating the resources needed to run the project.

6. Deliverables - Outputs and outcomes

Applicants must explain in detail in their Full Application how they have estimated each of the outputs and results for their project, demonstrating clearly how each of the proposed outputs and results directly link to their specific project activities and objectives. Applicants must also explain their approach for forecasting each deliverable; including the specific base-lining/research they have undertaken to ensure their projected profiles are realistic and achievable and any assumptions they have made which impact on their forecasts.

UK Community Renewal outputs and Results Indicator Definitions Guidance is available within the Technical note for project applicants and deliverers and is on GOV.UK [here](#).

Applicants will also need to ensure robust systems are in place, and be able to describe them, to capture and record the targets and to report quantitative and qualitative performance. All operations will be required to collect data and report progress against the deliverables with each claim. There must be a fully evidenced audit trail for all contracted deliverables.

Further detail on how monitoring will be undertaken (*expected to be quarterly*) and how payments will be made to successful bidders, will be made available once funding has been agreed.

7. How Bids Will be Assessed

As the Lead Authority, West Yorkshire Combined Authority officers will assess and prioritise all bids submitted, in order to produce the shortlists to submit to Government, per priority/non-priority area.

Clear ethical walls are in place to prevent any undue influence being exerted that distorts the bidding process in favour of any applicant or in a way that prejudices any applicant taking account of any conflicts of interests. Bids will be assessed against:

- the gateway and assessment criteria set out in the UK Community Renewal Fund Assessment Process guidance [here](#) – bids that fail to meet these criteria are ineligible for support and will be rejected.
- the extent to which they meet the objectives of UK Community Renewal Fund.
- the extent to which bids would support the delivery of local growth and employment support priorities as set out in **Section 5 of this Invitation to Bid**.

The appraisal and any prioritisation will be undertaken using only the information supplied as part of the application process. West Yorkshire Combined Authority, as the Lead Authority, cannot accept further detail outside this process.

Following assessment West Yorkshire Combined Authority will submit those eligible bids which most strongly meet the UK Community Renewal Fund and local priorities to the UK Government for consideration, up to a maximum of £3m per place. The UK Government will assess all bids submitted by Lead Authorities against the criteria set out in the UK Community Renewal Fund Prospectus.

The UK Government will announce the outcome of the assessment process from late **July 2021** onwards.

West Yorkshire Combined Authority will enter into a funding agreement with successful bidders.

8. Applicants

Applicants must be legally constituted at the point of applying for the funding and be able to enter into a legally binding Funding Agreement. The Applicant will be the organisation that, if the application is successful, enters into a funding agreement with the Combined Authority, as the Lead Authority for the UK Community Renewal Fund and therefore carries the liability for ensuring that the terms of the CRF Funding Agreement are met by them and to all delivery partners where applicable. Definitions of who can bid can be found in the UK Community Renewal Fund – Technical note for project applicants and deliverers – [and can be found here](#).

9. Due Diligence – non-public sector Applicants

Non-public sector Applicants will be subject to financial due diligence checks. Applicants are required to submit accounts, and to clarify financial or other organisational information as required as part of the appraisal process.

Organisations are required to provide the following information at the time of bidding and in line with the closing date:

- Financial accounts for the most recent 3 years;
- Proof of existence - Certificate of Incorporation, Charities Registration, VAT Registration Certificate or alternate form of incorporation documentation;
- Proof of trading - Financial Accounts/Statements for the most recent two years of trading including, as a minimum, Profit and Loss Account and Balance Sheets;
- Most recent Management Board reports or financial report of the Organisations Finance Director.

10. Funding Agreement

Government is expected to publish the draft Funding Agreement in due course. This Funding Agreement between the UK Government and West Yorkshire Combined Authority as the Lead Authority will be used as a basis for the agreement to be put in place with any successful delivery partners. The Funding Agreement will be non-negotiable and legally binding document. Any successful Applicant will be subject to the terms and conditions contained within the agreement. Applicants are strongly advised to seek their own advice to ensure that they would be able to enter into and abide by the terms of the Funding Agreement.

Failure to meet any of the conditions of the agreement or the commitments within the application may result in claw back of funding.

11. Submitting a Bid

Bids must be submitted using the UK Community Renewal Fund Application Form, which is available [here](#). Bids submitted in any other format will not be accepted.

Bids must be submitted to West Yorkshire Combined Authority using this email address: WestYorkshireCRFapplications@westyorks-ca.gov.uk

Bids must be submitted by **12.00 noon** on **Friday, 7th May 2021**. Any bids received after this time will not be accepted and will be deemed ineligible. It is therefore important you leave sufficient time to send and upload the application.

The UK Community Renewal Fund is a competitive process and West Yorkshire Combined Authority, in its role as Lead Authority, and the UK Government, adhering to ethical walls, will not enter into discussions with bidders. However, where you are requiring any technical support please see **Section 14** below for further help and guidance.

12. Key Reference Documents

When developing your Full Application, it is recommended that you refer to the following documents as a minimum:

- UK Community Renewal Application Form
 - UK Community Renewal – Technical note for project applicants and deliverers
 - UK Community Renewal – Assessment Process
- All guidance is available on the [gov.uk website here](https://www.gov.uk).
- West Yorkshire Strategic Economic Framework [available here](#).

13. Timescales

Invitation to Bid launched in West Yorkshire	31st March 2021
Stakeholder 'bidding' briefing	1st April 2021
Closing date for applications	12.00 noon, Friday 7th May 2021
Combined Authority, as Lead Authority, appraises bids and produces the shortlist per Local Authority District Area	May 2021
Combined Authority submits the shortlist to Government for consideration	18th June 2021
Government confirms with the Combined Authority the approved projects	End of July 2021
Combined Authority notifies applicants	early August 2021
Delivery commences	August 2021
All delivery to be completed and the Fund closes down	31 March 2022.

Applicants will be required to **commence delivery/activity within one month** of receipt and signing of the Funding Agreement with the Combined Authority as Lead Authority.

14. Support

All Applications for this Invitation to Bid **must** be completed and submitted via the mailbox noted in **Section 11**. Applications submitted via any other method will not be accepted.

It is your responsibility to submit your application in good time to allow time to meet the closing deadline of noon on the 7th May 2021.

Except in the unlikely event that there is a general failure of the Combined Authority's IT system in the final hours, we will not extend the deadline for any other reason.

Should you have any queries in respect of this Invitation to Bid please direct all enquiries via the following mailbox WestYorkshireCRFenquires@westyorks-ca.go.uk