

2024 - 25

Chiltern Railways
Community Investment
Fund
Guidelines(2024/25)

Chilternrailways

Community Investment Fund:

This handbook outlines what the Community Investment Fund is and provides guidance for groups who wish to apply. Investing in our local communities is important to us and is imperative to furthering social, economic, and environmental development across our route as we work towards achieving an easier, greener and better railway for everyone.

This fund is delivered in partnership with the Department of Transport’s Community Rail Strategy. The key deliverables are:

- 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

Who can apply for funding?

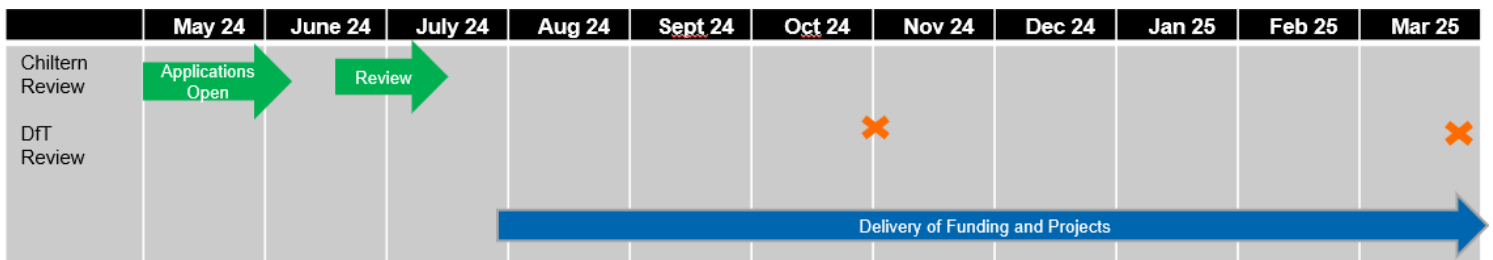
The Community Investment Fund (CIF) is allocated to Train Operators in England to support the development of Community Rail. Funding is open to not-for-profit organisations including:

Charities, Community Interest Companies, Business Improvement Districts, Community Rail Partnerships, Local or Parish Councils and other community groups.

Key Dates and Timeline:

- 2024-25 applications are open from **Wednesday 1 May until Friday 31 May 2024**.
- Chiltern Railways will then undertake an internal review of the projects according to the criteria set out in this document.
- We hope to be able to feedback an outcome by **Monday 1 July 2024**.
- Projects must be delivered before the end of the financial year (**31 March 2025**).
- Groups will be required to provide regular progress updates on their projects.

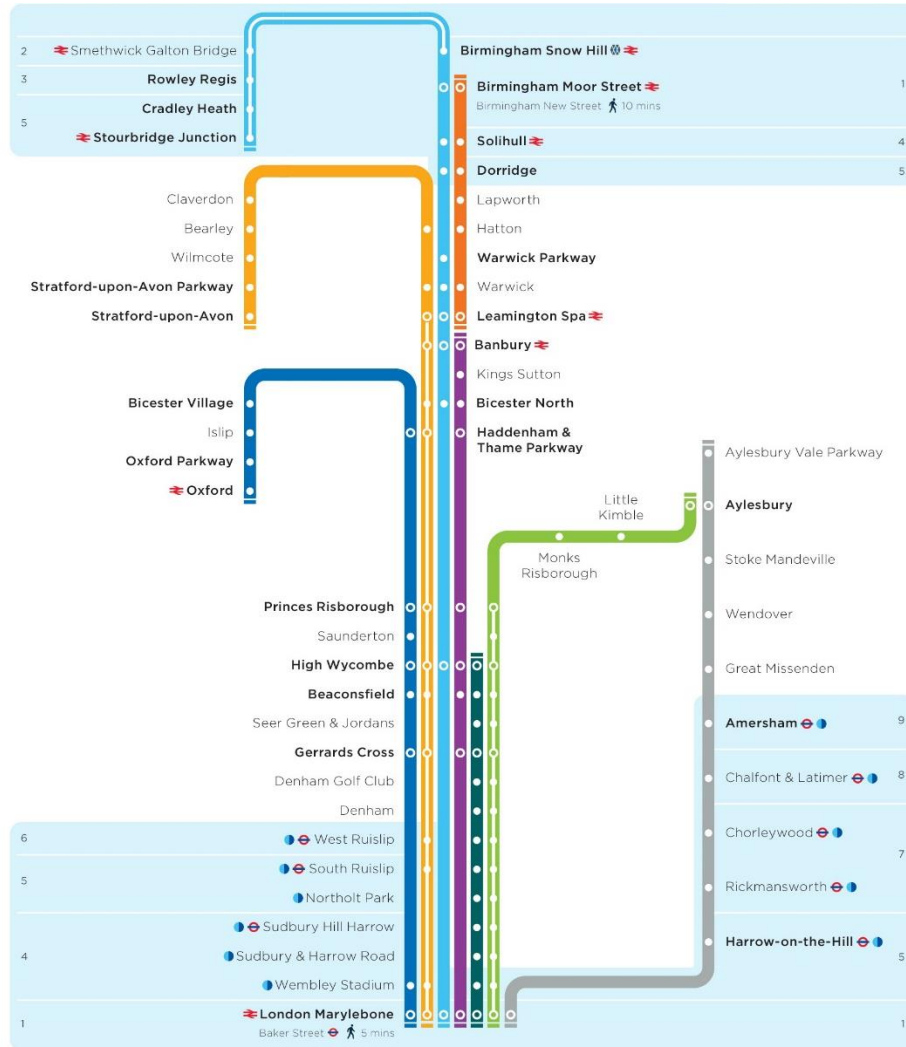
Project timelines 2024/5:



Route Map of Eligible Locations:

Any groups applying for funding must be **located within 5 miles** of a Chiltern Railways managed station.

Successful projects will ideally relate to improvement activity at or within the community next to one of our stations.



Application Guidance:

Project value:

- Minimum project value £10,000
- Maximum project value £25,000
- Match funding from the applicant can top up these values up to £50,000

Application deadlines:

- Applications open 09:00 on Wednesday 1 May 2024
- Applications close at 23:59 on Friday 31 May 2024
- Applications after this deadline will not be considered

Projects Must:

- Be within 5 miles of a Chiltern Railways location (Chiltern managed station/depot)
- Meet one or more of the below project criteria
- Provide social, economic or environmental benefits to local communities
- Contain a detailed plan for delivery including costings of the project
- Organisations applying for funds must have a bank account
- Outline if any long-term maintenance will be required if involving railway property
- Outline if permission has been granted if the project involves private/public land

Groups that provide match funding will be prioritised as this maximises the total social value that can be delivered by each project.

For successful applicants, we will provide a contract that outlines the terms and conditions of receiving the funding. This will include providing regular updates to Chiltern and the Department for Transport on project progress and an overview of expenditure to date.

Projects Must Not:

- Apply for funds to generate commercial revenue for the bidding organisation, Chiltern Railways or any other third-party organisation.
- Seek to top up or replace existing public spending e.g. for education or healthcare facilities.
- Require ongoing financial funding or support beyond 2025.
- Require significant internal support from Chiltern Railways 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 underloved buildings or assets at a Chiltern Railways station.
- Applicants are required to outline how the building or space will be used and how this benefits the local community.
- The project could include installations to existing property such as painting, community artwork or installing murals at our stations.
- 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 and Network Rail (station owners).
- The group responsible for delivering the project should approach Chiltern to see if any consent is required for the project to take place.

Example – Displays for the 125th Anniversary of London Marylebone



Wayfinding, Tourism and Rail Trails

- These projects could include adding wayfinding, artwork or creating routes to make rail travel easier for customers to understand through improved signage.
- This could also include promoting local tourist attractions, business groups or community organisations accessible by rail links
- We are also keen to promote sustainability including cycling and walking connections between our stations and town centres.

Example - Heart of England CRP Rail Trail Maps [Rail trails – Heart of England CRP \(heartcommunityrail.org.uk\)](http://heartcommunityrail.org.uk)

Sustainability

- These projects could promote sustainable travel such as cycling and walking connections between our stations and town centres.
- They could also include investing in green infrastructure to improve biodiversity, reduce carbon emissions and improve the overall environment for local communities.
- This could include gardening or planting projects, converting spaces into new community gardens or nature based educational trips for local people.

Example – The Sidings gardening project at Foundry Wood / Lindegate Garden project

[The Sidings at Foundry Wood - ARC CIC](#)



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.

Example – National Literacy Trust delivering school education visits to Chiltern stations



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.

Example – Coronation Garden in GWR Railway style – Leamington Spa Station



Scoring 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 2025. 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 2025. All applications must entail how projects will be managed (if applicable) beyond the end of the financial year.

2023-24 Community Investment Fund Projects



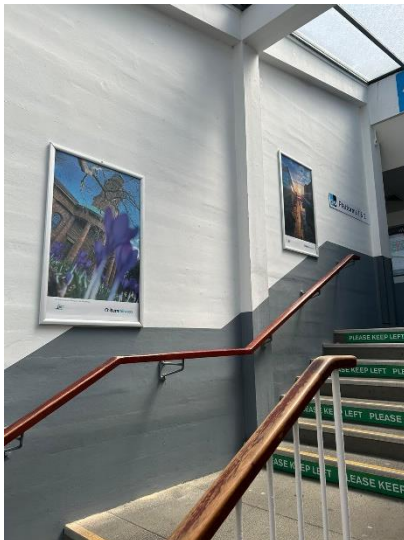
Lindengate – creating accessible gardens and volunteering opportunities.



Baker St Quarter Partnerships – unveiling historic display at the 125th Marylebone Station anniversary in collaboration with Westminster University students.



Friends of Leamington Station – volunteers created a 'Coronation Corner, transforming station spaces and creating great customer experience.



Banbury Business Improvement District – Community Gallery developed by local amateur photographers. This helps improve the station's appearance while promoting the local town, supporting its economic and social growth.



Banbury Business Improvement District – over 100 residents participated in art workshops. Artwork promoting the town and its tight community has been displayed on hoardings and disused buildings around the town.



Westminster Wheels – Local enterprise offered free bike checks at Marylebone station. The enterprise supports unemployed residents of Westminster gain skills and qualifications leading to full time paid employment.



National Literacy Trust – colleagues from across the business hosted station tours, reading and careers Q&A sessions to pupils from a local school. Highlighting the importance of literacy and careers in the industry, breaking stereotypes, and inspiring the next generation.