

# CRITERIA

---

## LONDON LUTON AIRPORT LTD (LLAL) SMALL GRANTS FUND

A FUND MANAGED BY  
**BEDFORDSHIRE** AND LUTON **COMMUNITY FOUNDATION**

ON BEHALF OF  
LONDON LUTON AIRPORT LTD

## [PLEASE CLICK HERE AND READ OUR REQUIREMENTS BEFORE YOU CONTINUE](#)

If you've answered 'NO' to any of the questions above your organisation or proposed project is not eligible for this fund. You may want to get in touch with us to see whether we can support you further, including offering advice or signpost you towards funds that you may be eligible for.

## INTRODUCTION

The Small Grants Fund is administered by the Bedfordshire & Luton Community Foundation (BLCF), on behalf of London Luton Airport Ltd. Grants of up to £10,000 can be considered for organisations based or working in the Luton area. BLCF currently operate a rolling application process, meaning that you can apply at any time. Decision panels are held 4 times a year and application review dates are confirmed shortly after you apply.

### **Corporate Social Responsibility**

LLAL takes its responsibilities to the people of Luton, and to those who are neighbours to the airport, very seriously, recognising that London Luton Airport (LTN) contributes to the wider economic and social well-being of the region. It also understands, however, that, inevitably, there are undesirable impacts resulting from airport operations and, whilst it is not responsible for them, it shares with the airport operator, London Luton Airport Operations Ltd (LLAOL), and its shareholder, Luton Borough Council (LBC), a desire and commitment to ensure that they are, as far as possible, mitigated.

LTN is a significant generator of economic advantage to the local area. LLAL is committed to supporting inclusive growth - ensuring that this benefit is shared as widely as possible for local businesses and residents.

LLAL believes that respect for the equality and diversity of people, and promoting social cohesion and inclusion are fundamental in nurturing a community's readiness to welcome others. Such a place will attract people to visit, as in those who pass through or perhaps stop for only a short time, or to stay, as in those who make Luton their home and see (LTN) London Luton Airport as the gateway between their old and new lives. In investing in the social capital of Luton, LLAL can help to foster and sustain a sense of belonging and shared endeavour to the benefit of all.

## AIMS

LLAL Small Grants provides short term funding to key community groups that can deliver against the main objectives of this fund. The 4 priority areas are:

- 1. Safer and Stronger Communities**
- 2. Environment and Economic Development**
- 3. Health and Wellbeing**
- 4. Children & Young People**

The fund will accept bids from projects or groups whose work addresses a wide range of issues. To ensure a close match with identified needs, these issues have been taken from Luton Forum's Sustainable Community Strategy 2026 – which reflects how a cross section of key partner organisations want Luton to be in 2026. Although this Strategy relates to Luton, the issues are cross cutting and can also relate to the geography of this fund. Organisations that are applying under this fund will be expected to show clear evidence of need and outcomes in line with following priority areas:

### **1. Safer and Stronger Communities**

- Strengthening communities; building capabilities and resources of the community, voluntary and social enterprise groups together to work out shared solutions
- Increasing the number of active citizens; people with motivation, skill and confidence to speak up for their communities and say what improvements are needed;
- Reducing anti-social behaviour and fear of crime, ensuring all people feel safe;
- Tackling alcohol and drug abuse.

### **2. Environment and Economic Development**

- Protecting and enhancing the natural and built environment including rivers and natural habitats within green spaces;
- Enhancing skills for employability and entrepreneurship and reducing differences in achieving levels between communities.

### **3. Health and Wellbeing**

- Supporting people to live independently;
- Improving mental health services;
- Improving services for carers;

d. Improving leisure and cultural opportunities for all and better access.

#### 4. Children and Young People

- a. Improving the health of children and young people;
- b. Ensuring children and young people are safe and well cared for;
- c. Supporting children and young people to achieve skills and experience to enhance their prospects for the future;
- d. Reducing the differences in educational achievement between ethnic groups;
- e. Providing positive activities for young people and reducing anti-social behaviour;
- f. Better meeting the needs of children and young people with disabilities/learning difficulties.

## ELIGIBILITY

**We are only able to consider applications from not-for-profit constituted groups that have clear charitable aims. Applications from the following types of organisations/groups will be considered:**

- Registered UK charities, including charitable incorporated organisations
- Constituted Community groups and non-registered charities
- Companies Limited by Guarantee with clear charitable aims and without share capital
- Community Interest Companies Limited by Guarantee without share capital, social enterprises and community benefit societies ((please review our guidance around CIC's and Social Enterprises before applying)
- Parish and town councils (if the funded activity is not deemed part of their statutory duties)
- Parent Teacher Associations (PTAs/PTFA's)
- Churches and other religious organisations (if the funded activity is not deemed to be proselytising).

If you are applying in partnership or as part of a consortium the organisation that submits the bid will be known as the lead organisation and must be an eligible entity from the list above, this organisation will manage the funds and the outcome monitoring if successful. The lead organisation should have a signed partnership agreement with all the other organisations in the consortium. Please speak to a member of the Grants team in the first instance if you are looking to apply as a consortium/partnership

## INELIGIBILITY

**This fund is not open for applications from:**

- Groups in receipt of funding from another London Luton Airport Funding stream, **unless** the funding being requested is for a different activity and clearly demonstrated as such.
- Statutory bodies or obligations of statutory bodies., except where an application is made by either a charitable arm of such a body.
- Individuals
- National charities or their affiliates that are not providing clear local benefits
- Community Interest Companies limited by Shares
- Organisations or activities that promote political parties or the propagation of religion or conduct of worship. (Religious organisations may apply for funding for non-denominational activities that demonstrate wider public benefit.)
- Organisations or activities which are inconsistent with public policy, for example, the promotion of terrorism or of sectarian interests.

## WORK THAT CANNOT BE SUPPORTED

- Projects/initiatives not benefitting the community of Luton
- General appeals or sponsorship
- Paid for marketing and advertising
- Fees for professional fundraisers
- Interest payments (including service charge payments for finance leases)
- Statutory fines, criminal fines, or penalties
- Work normally funded from statutory sources or undertaken by or on behalf of statutory bodies
- Work undertaken by/ on behalf of schools, colleges or universities as part of their statutory curricular activities
- Work for the advancement of religion
- Work where the main beneficiaries are animals
- Overseas holidays/trips or fundraising events
- Retrospective grants i.e. for items already purchased or activity that has already started

## SUPPORTING DOCUMENTS

The following supporting documents must be uploaded with your application alongside a **copy of the full budget breakdown for the project/activity**:



If you do not have an Equal Opportunity or Safeguarding policy, please get in touch before applying.

## MONITORING AND EVALUATION

Successful organisations will be required to complete interim progress reports as well as a monitoring report at the end of the project. We will be asking how the grant was spent, outcomes achieved or not, as well as the difference the project has made, any key issues and lessons learnt. Funded organisations should so be willing to discuss the progress of the project over the phone as and when necessary and to host visits that will assist with learning and best practice.

Before beginning the project, we suggest you consider:

- Who will write the interim progress reports and end of grant monitoring form report
- What your aims and objectives are and how will you track progress against these
- What information you will collect:
  - Quantitative data (numbers) – how many people are taking part or using the service, achieved goals (e.g. employment, improved health)
  - Qualitative data (stories/case studies) – feedback from users and volunteers, observed increase in skills, confidence etc.
  - Learning – feedback from project participants, what went well, what would you do differently etc.
  - Feedback from partner organisations

## ADDITIONAL INFO

All applications will be reviewed and are subject to a thorough assessment and relevant due diligence checks by BLCF. [Find out more here](#). Applications will be checked against the fund's criteria and only those that clearly meet those criteria will be presented to a panel made up of local individuals. We reserve the right to decline or accept any application according to the decision of the grants panel.

We would encourage all applicants to investigate other sources of funding and where possible see match funding, this could be through their own fundraising efforts or via Grants from other charitable trusts and organisations. Your local CVS will be able to provide advice and guidance around alternative funding available, for Bedfordshire based organisations please visit [www.cvsbeds.org.uk](http://www.cvsbeds.org.uk)

Only requests for funding made via the official online application form will be considered. The form can be accessed via our website under the appropriate grants tab: [www.blcf.org.uk](http://www.blcf.org.uk)

## EQUAL OPPORTUNITIES

We are committed to promoting equal opportunities and to valuing diversity regardless of age, gender, race, ethnic origin, nationality, religion/belief, culture, language, disability, learning difficulty, sexual orientation, marital status, economic status, health status, or any other discriminatory grounds.

**Should you have any queries about this criteria or applying to this fund please contact a member of the BLCF team who will be able to help either by phone: 01582 522422 or email [administrator@blcf.org.uk](mailto:administrator@blcf.org.uk)**