

# STCGF Round 2 – Frequently Asked Questions (FAQs)

## About the Fund

### What is the purpose of the STCGF Round 2 funding?

The fund continues to support town centre regeneration by enabling property improvements, introducing new uses for vacant units, and providing operational or setup support for end-users.

### What is the total fund available?

£1.5 million was approved by Mid Suffolk's Cabinet and Council. After a successful Round 1, around 50% of this amount remains available for investment in Round 2.

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## Eligibility

### Who can apply?

- **Landlords:** For property improvements or offering units for new/additional uses.
- **End-users:** For operational, fit-out, feasibility, or wrap-around support. Pop-up uses may be viable should an appropriate unit become available.
- **Joint applications:** Both forms required for package proposals.

### Are small bids treated differently?

Yes. Bids under £10k follow an adjusted timeline for speedier processing and do not require economic/social value reports. Applicants will still be expected to provide sufficient detail, justification and assessment of their value to the high street. This process may be useful for short-term gap fund to test opportunities or seasonal concepts.

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## Application Process

### Which forms do I need to complete?

- **Form A:** Property-related proposals.
- **Form B:** End-use proposals.

Both forms are required for package applications. For example, a landlord may apply for property refurbishment and improvements grant on a vacant unit using Form A and the end-user on Form B to enable them to set-up their business venture or trial concept.

### Where can I get the application forms?

Forms are issued after initial screening. Contact:

- **Email:** regeneration@baberghmidsuffolk.gov.uk
- **Phone:** 01449 724693

### **What supporting evidence is required?**

Evidence of milestones, payment schedules, quotations for works and due diligence items (specifics provided in the detailed forms and in liaison with Project Officers).

### **What are the key deadlines?**

Applications should be submitted by **23<sup>rd</sup> January 2026** to meet the intended mid-February Town Panel review. The fund will remain open outside of this window but applicants wishing to meet the next town panel must have fully complete proposals submitted by 23<sup>rd</sup> January 2026.

Following the Town Panel, remaining details should be available by end February/early March 2026 to enable any later funding award and agreement to be processed efficiently.

Any referrals to MSDC Cabinet meeting will be determined during spring 2026, and successful bidders notified and agreements issued from June 2026.

Any award of grant will be subject to appropriate terms and conditions.

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## **Assessment & Decision-Making**

### **How is eligibility assessed?**

Through a gateway screening by the Project Office to ensure alignment with scheme objectives and town regeneration priorities.

### **Who makes the funding decisions?**

- **Project Office:** Determines bids under £10k.
- **Town Panel:** Reviews and recommends bids over £10k. This also ensures visibility of high street/town centre proposals for the Town Panel.
- **MSDC:** Final decision-maker for all bids.
- **Cabinet:** Required for all bids over £150k. Will potentially review other proposals and to assess cumulative impact and value of investments on meeting core scheme objectives.

### **Will I need to present my proposal?**

Yes, for applications over £50k, presentations to the Town Panel are expected. Further details will be given on this process in due course.

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# Funding Agreement & Payments

## How are payments structured?

Payments are linked to agreed milestones and evidenced expenditure.

## What happens after approval?

A funding agreement is issued, monitored, and evaluated for outcomes. Agreements can only be issued following Applicants' providing satisfactory information and evidence to enable transfer of funds.

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## What are the bid categories?

- **Small Bids:** Up to £10,000 – determined by District Project Office.
- **Medium Bids:** £10,000–£50,000 – reviewed by Town Stakeholder Panel.
- **Large Bids:** Over £50,000 – may require an in-person presentation to the Panel.

## Why does the scheme apply different value categories?

It determines the review process, governance requirements, and whether you need to present your proposal.

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# Submission Requirements

## What must my application include?

- Completed application form
  - Project summary and objectives
  - Business plan
  - Delivery timeline with milestones
  - Budget breakdown and justification
  - Evidence of match funding / own investment
  - Approach to collaboration or competition
  - Expected community and economic impact
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# Decision Criteria

## How will my application be assessed?

- **Additionality:** Does it fill gaps or unmet needs?
  - **Social and economic value:** Contribution to community benefit
  - **Location:** Impact on footfall and connectivity
  - **Competition:** Avoiding displacement of existing businesses or negatively impacting upon known pipeline projects
  - **Conflicts of Interest:** Must be declared
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## Notification & Feedback

### Will I receive feedback?

Yes. All applicants are notified of outcomes and offered feedback.

### Can I appeal?

No. Decisions are final, but you may reapply in future rounds.

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## Data Protection

### How is my information handled?

Sensitive and financial details remain confidential. GDPR compliance applies to all submissions. Please refer to the notice on the enquiry and application forms. See also [Data Protection - Mid Suffolk District Council - babergh.gov.uk / midsuffolk.gov.uk](https://babergh.gov.uk / midsuffolk.gov.uk)

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## Monitoring & Evaluation

### What happens if I'm successful?

You must:

- Sign a funding agreement which will include relevant safeguard clauses for protection of public funds. Please note - it will be the responsibility of the applicant(s) to provide sufficient detailed information to enable the Council to perform its due diligence responsibilities prior to grant issue.
  - Deliver milestones and submit transparent progress reports
  - Participate in evaluation and promotional activities
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For further information or assistance, please contact:

**Email:** [regeneration@baberghmidsuffolk.gov.uk](mailto:regeneration@baberghmidsuffolk.gov.uk)

**Phone:** 01449 724693