



Community Spaces Capital Grant

Guidance for evaluating voluntary contributions as part of a grant application

1. Reason for our Guidance

For applications above £10,000 to its Community Spaces Capital Grant, Barnwood Trust, requires contributions from applicants. These can be monetary (such as a grant from another organisation) or non-financial (often called in-kind) or a combination of both.

Therefore, we have produced this short guidance, which is intended to help applicants make an accurate assessment of the monetary value of voluntary contributions to their community spaces projects and include these as part of their application.

Local residents who donate their time, energy and skills can make a significant contribution to the overall value of a community spaces or other project, but this can easily be overlooked when the project's overall costs are calculated.

Voluntary organisations and funders have developed processes for recognising this contribution and calculating its monetary value. This can be included both in the overall cost of the project; and in the contribution made to that cost by the organisation applying for the grant. This can help to deliver the following outcomes:

- volunteers feel that their contribution is recognised and valued
- the assessment of grant applications is based on the full cost of the project
- may encourage voluntary and community involvement in projects
- delivering best practice
- can increase the 'leverage' of our grant by increasing the overall value of the project without increasing the level of our grant.

2. Calculating the cost of volunteer time and labour

a) *Unskilled labour*

Where volunteers are involved in labour that is relatively unskilled, this would usually be 'monetised' by assigning a cost to an hours' labour (our suggestion would be to use the figure for the national living wage - £9/hour) and then multiplying by the number of volunteers and the average number of hours each spends on the project.

b) *Skilled labour*

Local residents may be willing to donate their own skills which may merit a higher value than the figure above: for example, a retired joiner supporting a Men's Shed project or a

skilled gardener helping with allotments. In line with good practice elsewhere we propose valuing this skilled labour at three times the value of unskilled labour.

c) Professional input

A project may also be able to draw on the professional skills and experience of local residents – for example, a solicitor or architect who can offer their professional services free of charge. It seems reasonable to recognise and monetise this contribution since the applicant would presumably have incurred significant additional costs had they been required to pay for these services. In line with good practice elsewhere we propose this is valued at seven times the cost of unskilled labour.

A practical example

Below is an example project of how an organisation applying for Barnwood’s community Spaces Grant might evaluate the voluntary time contributing to the project.

The example involves a piece of land which has become overgrown and turning it into community allotments, with a timber building used for meetings, socialising and a tool store.

Task	Unskilled (U), skilled (S) or professional (P)	Requirement	Calculation	Total cost (£)
Clear vegetation	U	5 volunteers for 10 hours	5 x 10 x 9	450
Dig over plots prior to planting	U	5 volunteers for 2 hours	5 x 2 x 9	90
Produce a planting plan	S	1 volunteer for 2 hours	1 x 2 x 9 x 3	54
Produce professional drawings for the building	P	1 volunteer for 2 hours	1 x 2 x 9 x 7	126
Total				720

The overall value of the volunteer contribution in this example project is £720.

If you have any questions about how to calculate voluntary time as part of an application to Barnwood Trust, please contact the Social Sustainability team using the details on our website.