

1. EXPRESSION OF INTEREST/ ATTEND A WORKSHOP

Complete our <u>Expression of Interest Form</u> as soon as possible to inform us of your project idea and knowledge of crowdfunding. A member of the team will be in touch to provide you with the necessary information about future events and any support you may need to help get your project started.

2. PROJECT PAGE AND PITCH

Create your <u>project page</u> on Spacehive which will match you to the Community Infrastructure Levy fund. Here the Redbridge Council will ask you some additional questions about your project. Follow this handy <u>step-by-step guide</u> when setting up your project.

You must pitch to the Crowdfund Communities fund by the 11th of February 2021!

3. VERIFICATION

The project costs and necessary permissions will be checked by independent verifiers, Locality. This involves checking quotes for all the major items and if you have landowner permission for your project.

4. CROWDFUNDING

Run your crowdfunding campaign between February and May 2021. Start by getting lots of small pledges from the community to show local support for your project. This will help unlock bigger pledges.

5. PLEDGE

Redbridge council will review all project campaigns and successful projects can expect to receive a pledge from the council in early March 2021.

6. HIT YOUR TARGET AND DELIVER YOUR PROJECT

Projects which hit their target early can continue to raise money until their original deadline through 'Overfunding'. Pledges will be collected and transferred to the project normally within 10 working days of the campaign ending.

Please note that the council will not be the first organisation to pledge to your project and will want to see community support and backing, in the form of smaller pledges from local people, before they pledge to your campaign.