

BARNSLEY METROPOLITAN BOROUGH COUNCIL

North Area Council Meeting:

21st November 2016

Agenda Item: 6

Report of North Area Council
Manager

North Area Council Stronger Communities Grant Process review prior to 2017/18 funding round

1. Purpose of Report

- 1.1 To update members about the North Area Council Stronger Communities Grant process review.
- 1.2 To approve the panel's recommendation to make the grant funding available for 2017/18.
- 1.3 To determine if the Area Council intend to run the grants programme in 2017/18.

2. Recommendations

A Grants workshop took place on the 20th September 2016, following which the panel made the following recommendations:

- 2.1 **The £29,766.00 remainder of the 2016/17 allocation will be added to the 2017/18 allocation.**
- 2.2 **Members approve the revised documents that support the grant application evaluation and approval process. Attached as appendices to this document.**
- 2.3 **Members approve the recommendation to run the grants programme in 2017/18.**
- 2.4 **Members to agree which councillors will represent each ward on the grants panel**

3. Documentation and Process Revision

Attached to this document please find the documents which support the Stronger Communities Grant application, evaluation and approval process. Refining the application form, scoring documents and the evaluation process should simplify the every stage of the process for both applicants and the panel.

Please refer to the appendices at the end of this document:

- i. Terms of Reference
- ii. Panel Guidance and Approval Process
- iii. Grant Scoring Matrix
- iv. General Guidance

4. 2017/18 Allocation

The panel have recommended the £29,766.00 that was unallocated from the 2016/17 grant funding will supplementary to the £100,000 2017/18 grant funding allocation. This would bring the total funding allocation for 2017/18 to **£129,766.00.**

5. Proposed dates

If the Area Council agrees to run the grant funding programme in 2017/18, the indicative dates are as follows:

Advertise grant opportunity	23 rd November 2016
Closing date for grant applications	3 rd February 2017
Packs to panel members	10 th February 2017
Panel Evaluation Meeting	28 th February 2017
Notification of successful applicants	3 rd March 2017

Officer Contact:
Rosie Adams

Tel. No:
01226 773583

Date:
04/11/2016

Appendix 1:

NORTH AREA COUNCIL COMMISSIONING **STRONGER COMMUNITIES GRANT PANEL 2017/18** **TERMS OF REFERENCE**

Background

The North Area Council has made £100,000 of the area allocation available to help address local priorities. Awards will range from £5,000 - £20,000. This is a one off grant funding opportunity, enabling projects to be delivered in the financial year 2017/18.

Membership

The Stronger Communities Grant Panel will consist of four Elected Members, one from each Ward of the North Area Council.

The Elected Members will be duly nominated by the ward they represent, and their position on the group be agreed through the North Area Council for an initial term of 12 months.

The Area Council Manager will support the Stronger Communities Grant Panel in an advisory capacity and adopt the role of Chairperson.

The Senior Link Officer will attend in an advisory capacity.

The Stronger Communities Grant Panel will be facilitated and supported by the North Area Team.

Purpose of The Panel

The purpose of the Stronger Communities Grant Panel will be:

To act as a funding decision sub-group to the North Area Council; making funding recommendations for the Stronger Communities Grant. These recommendations will enable the funding to be approved by the delegated officer.

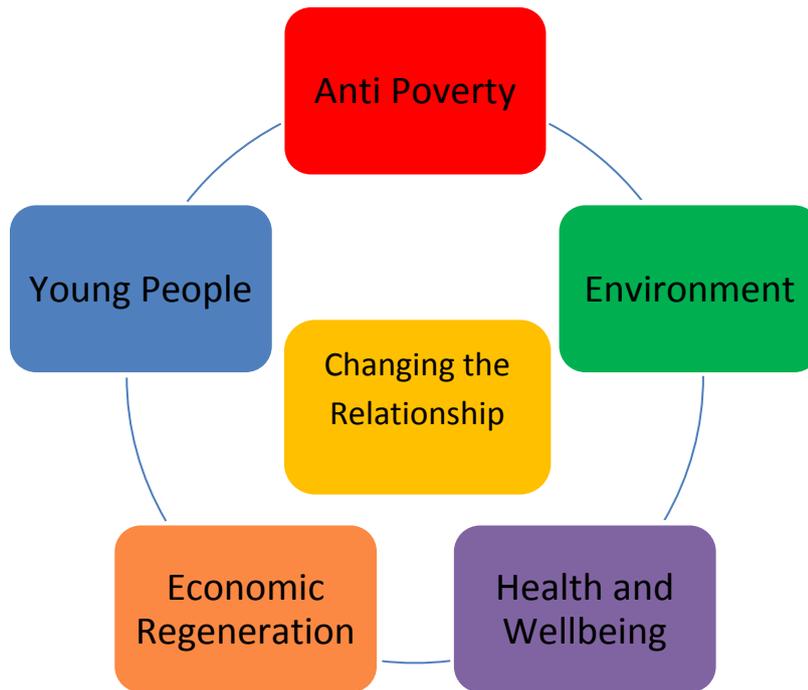
Aims and outcomes

Approved grants will be for the benefit of the North Area Council, and will meet both the corporate and Area Council priorities. The aims and associated outcomes of the Stronger Communities Grant can be seen below.

The aims:

To ensure that the £100,000 Stronger Communities Grant, made available by the North Area Council, is fully committed and allocated as appropriate.

The Area Council priorities are:



Opportunities for Young People	Raise the aspirations of young people and increased their life chances Help to ensure that young people in the North Area reach a positive post 16 destination
Health and Wellbeing	Prioritise the reduction in health inequalities between different parts of the Borough Support the many benefits of volunteering and foster our many and diverse opportunities for residents to gain new skills and experiences through volunteering
Anti-Poverty	Target young people, families and communities who may need advice and extra help in gaining the skills and experience they need to succeed
Environment	Maintain our parks and greenspaces for future generations through increased community stewardship
Economic Regeneration	Increase the skills of our current and future workforce Work with local businesses to plan for the future
Golden thread : Changing the relationship – Stronger Communities	Facilitate greater self-help Engage local communities in helping them shape decisions and services in their neighbourhood Ensure people of all ages have a much greater involvement in designing services and actively participating in improving their lives and Barnsley

Process and Best Practise

Decision will be reached at a Panel Meeting via a collaborative discussion where by majority decision can be reached.

In cases where the panel is split and cannot reach an amicable decision, the project will either be deferred awaiting further information or it will be rejected.

The Area Council cannot overturn the panel's recommendations.

The Area Manager will report decisions of the Panel to the North Area Council for information.

Safeguard public funds by being transparent, namely reporting decisions.

Roles and Responsibilities

Panel Members will be expected to:

- Make themselves available for panel meetings
- Read applications in advance of the panel meeting, independently score each application and make summary notes to ensure a concise and constructive conversation can take place at the panel meeting. (N.B. Unsourced applications will not be considered in the moderation process)
- Enter into debate regarding the merit of each applications
- Make decisions on applications for the benefit of the whole North Area

The Chair will be expected to:

- Keep the panel to time
- Lead a constructive debate in relation to each application
- Will Have no vote in the decision making process

Conduct and Values

All members must act in the interest of the whole North Area.

All members must be transparent about how decisions to award grants are made and be willing to share this information publicly.

The panel should work in a non discriminatory way, making decisions that represent and affect all sections of the community.

Decisions

Decisions made by the Stronger Communities Grant Panel will be final. There is no right of appeal.

Sign off

We (members of the Stronger Communities Grant Panel) agree to these terms of reference.

Chair: _____ (Signed) _____ (Name)

Other names of members of the panel:

_____ (Signed) _____ (Name)

_____ (Signed) _____ (Name)

_____ (Signed) _____ (Name)

_____ (Signed) _____ (Name)



North Area Council

Stronger Communities Grant



Working together to build stronger communities across Barnsley North Area

PANEL GUIDANCE 2017/18

Dear Panel Member,

Thank you for volunteering to represent your ward in this valuable exercise, designed to allocate funding to community based projects that will help to address both BMBCs Corporate Priorities and those of the North Area Council. I hope this guidance will make this process as straightforward as possible.

Applications Received

The application deadline was: 12noon on Friday 3rd February 2017.

xx applications were received, totalling £xxx,xxx.

You should have received your panel pack by Friday 10th February.

Individual Scoring

You will find **x applications** in your panel pack. Each with a scoring matrix attached.

Please complete a scoring matrix for each application (both a numerical score and comments on the reverse.) Bring this and the rest of your panel pack contents with you to the moderation meeting. For most of the packs there is supporting information which is not essential to the scoring process but has been provided by the applicants. Printing this seemed like a waste but I will email if to you so that you have an opportunity to look at this should you wish.

Completing this process in advance should save time at the moderation whilst still allowing for informed discussion to take place that will help you decide which projects have been successful in the process.

Stronger Communities Grants Panel Moderation meeting

I look forward to seeing you at the moderation meeting. If you have any questions in the meantime please don't hesitate to contact me.

Day: Tuesday
Date: 28th February
Time: 14.30 – 17.30
Location: Town Hall, Room 3

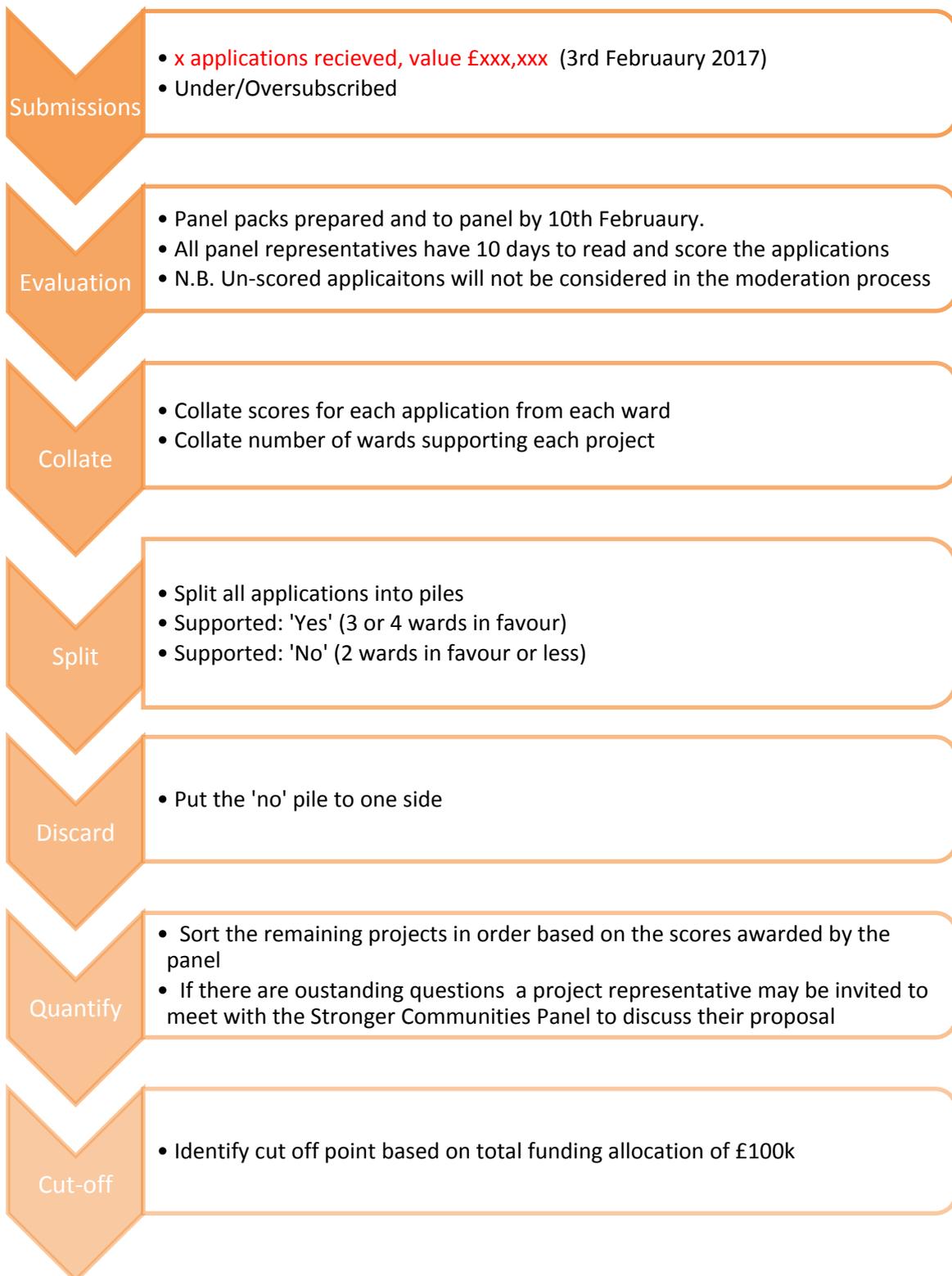
Kindest regards,

Rosie

Contact: RosemarieAdams@barnsley.gov.uk or 07971 079979

North Area Council

Stronger Communities Grant 2017/18 onwards - Approval Process



**North Area Council
Stronger Communities Grant application
Scoring matrix**



Name:	Representing Ward:
Project Number: Project Name:	Name of Organisation:

For all questions, please score out of five points unless stated otherwise.

Scoring Levels

- 1 = Little or no evidence to support the criteria
- 2 = Some evidence to support the criteria
- 3 = Sufficient evidence support the criteria
- 4 = Considerable evidence to support the criteria
- 5 = Strong evidence to support the criteria

Criteria	Score
The project clearly supports the North Area Council Priorities: <ul style="list-style-type: none"> Opportunities for Young People Health and Wellbeing Anti-Poverty Environment Economic Regeneration Changing the relationship – stronger communities 	Please indicate which of the priorities the project supports by indicating against the priority opposite <u>and</u> score below. Projects supports at least one priority /1 Project supports an additional priority(ies) (extra point) /1
The need for the project is clearly shown i.e. an evidence base for this project and local demand is demonstrated.	/5
The aim/purpose of the project is clearly defined.	/5
Project outcomes (what will change as a result of the project) are clearly stated and are deliverable.	/5
A wide range of beneficiaries will benefit i.e. The project is inclusive and open to the wider community.	/5
The project contributes to stronger communities, capacity building and sustainability by providing volunteering opportunities.	/5
The project milestones are well considered and the implementation plan of the project is thorough.	/5
The proposal demonstrates a good understanding of how to monitor the performance of the project, and how to measure outcomes.	/5
The evidence the applicant will produce as part of the monitoring process will enable the grants panel to understand what has been delivered.	/5
The project represents good value for money.	/5
Project expenditure is realistic and achievable.	/5
The project team are realistic in acknowledging any difficulties they may have, and have identified achievable solutions.	/5
Total	/57

N.B. Please note your comments/observations on the reverse.

Name:	Representing Ward:
Project:	Name of Organisation:

Other comments/general observations:

Panel Representative Signature:	
Date:	
Overall project score:	Project supported :
	YES <input type="checkbox"/> NO <input type="checkbox"/>

North Area Council Stronger Communities Grant



Working together to build stronger communities across Barnsley North Area

GENERAL GUIDANCE (updated for 2017/18)

What is the North Stronger Communities Fund and who is it for?

The North Stronger Communities Grant is a one off grants programme established by the North Area Council for 2016/2017, that addresses the identified North Area Council Priorities and is aimed at community groups and organisations and not for profit organisations.

The North Area Council comprises of elected 12 councillors who work collaboratively on behalf of the Darton East Ward, Darton West Ward, Old Town Ward and St Helens Ward which make up the Barnsley North Area. The Area Council is supported by a team of officers called The North Area Team.

Where is the Barnsley North Area?

The North area is home to 42,406 people, or 18.4% of Barnsley's total population living within the communities of Mapplewell, Woolley Colliery Village, Staincross, Darton, Kexborough, Barugh, Barugh Green, Redbrook, Gawber, Wilthorpe, Pogmoor, Old Town, Honeywell, Smithies, New Lodge and Athersley.



N.B. Any funding applied for must be mostly targeted in the North Area.

How much can be applied for?

The North Area Council has made £100,000 available to help address local priorities. Awards will range from £5,000 - £20,000.

Groups are eligible for up to 100% of the project costs however the Stronger Communities Panel appreciates efforts made by groups to contribute to or find other funding which will help towards the total project costs.

What kind of projects/activities can be funded and when should they be delivered?

We are an outcomes funder and are driven by the difference our funding makes for individuals and communities. As an applicant you need to be clear about your project aim and the outcomes it will deliver.

Aims and outcomes are important because they:

- Help focus everything that you do
- Explain the changes your project will bring about to meet the needs you have identified
- Explain why your project should be funded.

Once you understand the need for your project there are two key ways to describe the difference you want to make:

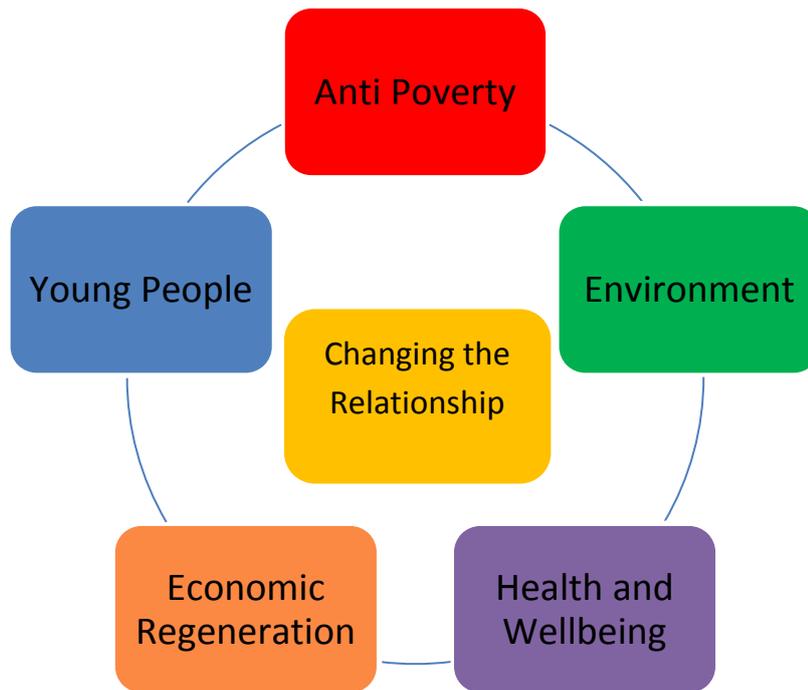
- Your **aim** - a brief statement of the purpose of your project
- Your **intended outcomes** - the specific changes that you want to result from your project.

Any local project is eligible for funding, provided it will benefit the community and contribute towards the North Area Council's and the Council's Corporate priorities.

Examples of projects may include:

- Improvements to your area
- Activities/projects for young people
- Improving the health and wellbeing of local people

Project delivery should take place between April 2017 and March 2018.



Opportunities for Young People	Raise the aspirations of young people and increased their life chances Help to ensure that young people in the North Area reach a positive post 16 destination
Health and Wellbeing	Prioritise the reduction in health inequalities between different parts of the Borough Support the many benefits of volunteering and foster our many and diverse opportunities for residents to gain new skills and experiences through volunteering
Anti-Poverty	Target young people, families and communities who may need advice and extra help in gaining the skills and experience they need to succeed
Environment	Maintain our parks and greenspaces for future generations through increased community stewardship
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Golden thread : Changing the relationship – Stronger Communities	Facilitate greater self-help Engage local communities in helping them shape decisions and services in their neighbourhood Ensure people of all ages have a much greater involvement in designing services and actively participating in improving their lives and Barnsley

Who can apply to the North Stronger Communities Fund?

- Any local formally constituted voluntary or community group
- Registered Charities delivering in the North Area.
- Not for profit organisations

N.B. Applications will not be considered from sole traders and limited companies.

Groups applying should preferably be based within one of the four wards that make up the North Area Council area and be able to show that:

- Their activities/services are open and accessible to all (inclusive) and primarily benefit those living in the North Area Council area.
- Projects and related activities should be delivered with in the North Area's geographic area wherever possible.
- Projects/activities should contribute to the North Area Council priorities and help to achieve the Council's corporate priorities.
- Their projects/activities promote social action and volunteering.
- Added value and sustainability are an important part of the proposal.

N.B. For further information on how your application will be judged please refer to the appendix at the back of this document.

If I have applied to the North Stronger Communities Fund during a previous funding round, can I apply again?

Yes, applications from previous applicants are welcomed; however the purpose of the grant is to act as a spring board for new project ideas, initiatives and interventions that will help to meet the needs of the local community. It is also designed to enable smaller groups to get a taste for what it is like to run a grant funded project

For these reasons we need to ensure that groups do not become dependent on the grant fund for year on year service delivery. Therefore if you have previously received funding from the Stronger Communities Grant please ensure that your proposed project will deliver distinctly different aims and outcomes. *(The aim is a brief statement of the purpose of your project. The outcomes are the specific changes that result from your project.)*

How to apply

There is an application process to follow and grants will be recommended for approval by a panel elected by the North Area Council.

- All application forms should be completed and submitted by 12 noon Friday 27th January 2017 2016
- A local panel will meet to consider all the applications
- You will be notified of a decision approximately 4 weeks of the closing date

If successful you will work with the North Area Team to agree how your project will be evaluated.

N.B. If the panel have any questions relating to an application, a representative may be called upon to meet with a member of the Area Team.

For further information and to request an application pack please contact:

The North Area Team on 01226 77 3018/5516 or NorthTeam@barnsley.gov.uk

Conditions for Awards

- a) Any award must be spent exclusively for the purposes set out in the application.
- b) Any equipment purchased will not be disposed of without the written permission of the Stronger Communities Panel, and must be returned to the Panel for distribution to a local Community Group with similar priorities, as appropriate.
- c) Any amount of the award not spent within 12 months will be returned within the agreed timescale.
- d) All financial records, receipts etc. will be kept for at least 2 years following the award.
- e) Applicants will be required to provide copies of receipts of expenditure within 12 months of issuing the payment or evidence of action if an order is placed.
- f) Groups receiving award will be asked to provide an evaluation and may be asked to report to future Area or Ward events to share their story about the benefits of receiving a North Area Council grant.
- g) Utilise the Love Where You Live (LWYL) logo and North Area Council logo when promoting your project. Love Where You Live is a Barnsley brand than which we hope will inspire local volunteers and unite the hundreds of people already working together to make our communities a better place. For more information visit the Love Where You Live Website which was launched in September 2014.

Procedure

- a) A project representative may be invited to meet with the Stronger Communities Panel to talk about their proposal.
- b) Decisions made on applications will be final and there will be no right of appeal.
- c) If successful, the applicant will be asked to work with the Area Team to agree a full Service Level Agreement (SLA). If an appropriate SLA cannot be agreed the grant will not be released.
- d) Appropriate monitoring and evaluation information, relevant to the project will need to be collated for submission to the Area Team. This must include case studies.
- e) A payment for the approved amount will be sent to applicants, with a covering letter and the agreed Service Level Agreement of what will be delivered.

Is there support to help groups develop their ideas and/or complete the application form?

Yes, support is available from the North Area Team on 01226 77 3018/5516 or NorthTeam@barnsley.gov.uk

Please get in touch.

