

Warrington Borough Council Community Initiative Fund

Application Criteria RoW Area

INTRODUCTION

A Community Initiative Fund has been identified as part of Warrington Borough Council's funding programme. This funding is for activities over the period of 2017/2018, and projects should be completed with 12 months of funding being awarded.

The total budget for this funding is £120,000. (£60,000 of this is allocated to the Rest of Warrington (RoW) Parished areas of Warrington). The Community Initiative Fund will consider applications for grants from £50 up to £3,000.

Rest of Warrington: Birchwood, Culcheth, Glazebury & Croft, Poulton South, Poulton North, Rixton & Woolston, Burtonwood & Winwick, Great Sankey North, Whittle Hall, Great Sankey South, Penketh & Cuerdley, Westbrook, Appleton, Grappenhall & Thelwall, Lymm, Stockton Heath & Hatton, Stretton & Walton.

Match funding is encouraged.

To be successful applications must meet one of the following Warrington Borough Council pledges:

1. Protect the most vulnerable
2. Grow a strong economy
3. Build strong active and resilient communities
4. Create a place to be proud of

CRITERIA:

We will fund

- Small Community Groups/Organisations that are based in Warrington (this can include small parish councils).

ALL applications MUST meet the following criteria:

- be for an activity based within Warrington Borough, or participants be from Warrington Borough
- led by or in partnership with an organisation belonging to the voluntary, community and faith sector
- benefit people living in Warrington
- have measurable outcomes as a result of the funding
- follow equal opportunities and diversity principles,



- can clearly demonstrate a community need for the project/activity.
- have a written constitution, a set of rules, or a governing document and will need to have a bank or building society account with a minimum of two signatories in place before applying for a grant. Small, new groups may use the bank account of a host organization but a breakdown of the project costs must be demonstrated.
- Applicants should also approach their local parish council for funding and show the conclusion on their application form. If a decision has not been reached by the parish council 'unsecured' should be ticked on the application).
- Refurbishment projects up to £1,500 will be considered by the Panel but only in buildings that are available to the wider community and used by more than one group or activity.
- User groups within Parish Halls and community centres may apply to the fund for short term rent.
- Groups applying for room hire costs will only be able to ask for funding in line with Warrington Borough Council Community Centre room hire charges.

We will not fund

- activities that promote a political agenda
- activities that aim to promote the cause of a religious group
- activity that is normally funded by partners, local statutory and non-statutory organisations (however new community initiatives may be funded if a new joint working project is established and Warrington residents directly benefit)
- individuals
- more than one application per year from a single group for the same activity or the same application from a group year on year.
- multiple projects on one application (one project per application)
- commercial organisations including cics. (Community Interest Companies)
- retrospective funding, i.e. projects that have already been completed, whether or not already paid for.
- Security equipment including alarm systems and cctv
- Uniforms or football/rugby kits

APPLICATION PROCESS

The application form needs to be completed and returned by the deadline date which can be located on the Warrington Borough Council Website, (no applications will be accepted after this time has passed)

The following documentation **must** be submitted with the application:

- Constitution /Standing Orders



WARRINGTON
Borough Council

- Latest three bank statements (at least one of these must cover a period in the last three months).
- Audited or examined accounts
- Quotes or estimates of purchases should be included for all items. Two quotations should be provided for purchases above £100.

The application address is located at the top of the form. The application will then be appraised and recommendations for funding will be made by the Community Initiatives Fund appraisal panel.

Applicants will be informed of the panel's decision in writing within one week of the hearing

FEEDBACK

An extremely important part of this process is the feedback given by all participants in this funding scheme, without which it would be impossible to measure a projects' success or failure. A monitoring form must be completed and returned with proof of spend within 12 months of the project start date or upon completion of the project.

The nature of the feedback information we require from a project will be included with any grant offer and it is a strict rule that any future grant application in a future financial period will not be considered until feedback on a current grant has been received.

Using the information submitted in the application successful groups and organisations will be expected to:-

- evaluate the impact the project or activity has had and provide evidence to support this.
- provide evidence of actual spend

The information needed for feedback will be included in any grant offer and subsequent grants will not be approved until feedback has been received. Random audits will be carried out and all supporting evidence for any grant should be stored for a minimum of 7 years.

