
Cabinet Member for Policing and Equalities

26 February 2015

Name of Cabinet Member:

Cabinet Member for Policing and Equalities - Councillor Townshend

Director Approving Submission of the report:

Executive Director of People

Ward(s) affected:

All

Title:

Community Grant Fund – Round Two Award Decisions

Is this a key decision?

No

Executive Summary:

The Community Grant Fund is managed by the City Council's Community Development Service within the People Directorate. This report covers Round Two of Grant Fund awards, following on from Round One which closed on 30 June 2014.

In Round One, a total of £54,754 was awarded to 31 community and voluntary sector groups.

Round Two of the Grant Fund awards followed the same process as Round One. Groups were invited to apply for a maximum grant of £5000, with a restriction of one award per round. Round Two closed on 31 December 2014.

This report provides information and recommendations on applications received during Round Two of the process.

The Community Grant is a valuable resource for local community and voluntary sector groups and supports the Council's Asset Based Working Strategy "Active Citizens, Strong Communities". The Strategy makes a series of commitments to support the growth of community led activities and support and the Community Grant Fund is a valuable means of providing important one-off funding to a number of community organisations to enable their work to continue.

Recommendations:

Cabinet Member for Policing and Equalities is requested to:

Approve the award of grants as identified in section 2.3 table one.

List of Appendices included:

1. Grant Criteria Document

Other useful background papers:

None

Has it been or will it be considered by Scrutiny?

No

Has it been or will it be considered by any other Council Committee, Advisory Panel or other body?

No

Will this report go to Council?

No

Report title: Community Grant Fund – Round Two Award Decisions

1. Context (or background)

- 1.1 Round Two of the Council's Community Grant Fund 2014/15 was opened on 1 September 2014, in accordance with timescales approved in a report presented to the Cabinet Member for Community Safety and Equalities at his meeting on 1 May 2014.
- 1.2 Round Two was promoted via the Council's funding helpdesk, the Community Development Service, flyers, noticeboards, by direct emails to all contacts and through Social Media including Twitter and the Council's website. The closing date for applications through Round Two was 31 December 2014.
- 1.3 As well as being accessible on the Council website and the Coventry Partnership website, hard copy applications were made available at the Council House reception to ensure that they were available to anyone who may not have access to a computer.
- 1.4 In line with the recommendations from the Cabinet Member meeting of 1 May 2014, and the process followed for Round One, an officer evaluation panel was established, to scrutinise Community Grant applications for completeness and compliance with application criteria and to inform recommendations for Grant award to Cabinet Member.
- 1.5 The Cabinet Member for Policing and Equalities will make all final decisions on Grant award.
- 1.6 During Round Two of the Community Grant application process, 88 applications were received with £298,017.32 worth of funding requests.
- 1.7 A total of £42,848 is recommended for Community Grant award to 39 community groups and organisations. The maximum amount available for allocation through Round Two is £45,000.
- 1.8 A total of 49 applications to the value of £168,728.14 are not recommended for Community Grant award. Where approval is not recommended, this is for a number of reasons including:
 - application criteria not being met;
 - applications failing to evidence how they will meet the objectives of the scheme;
 - lack of evidence of how ongoing sustainability can be achieved;
 - applications being incomplete or vague in content;
 - monitoring criteria not met for previous Grant awards awarded to the organisation/ group in question;
 - alternative potential funding streams have been identified;
 - a lack of evidence that the project supports community cohesion.
- 1.9 All applicants that are not fully funded as a result of the Grant award process will be offered support from a member of the Community Development Service to further explore the viability of their project proposals and/or to seek other potential funding streams to enable them to be developed.
- 1.10 Only £2,398 of the Community Grant is not recommended for allocation. This amount will be dealt with through usual Council finance processes and procedures.

- 1.11 The Community Grant aims to strengthen the voluntary and community sector through enabling local projects and events to be delivered; to enhance asset based provision; and to build resilience within communities. The Community Grant scheme continues to provide important funds to support small organisations and groups in adding value to their communities.
- 1.12 All applicants are required to demonstrate how they will meet at least one of the objectives outlined in the table below through delivery of their project. This ensures alignment of outcomes with corporate objectives.

No	Objective
1	To deliver projects that aim to improve health and wellbeing, community safety or the local environment for communities (geographical communities or specific city-wide community).
2	To enable groups to deliver projects and/or events in the City (please note: *evidence of why the project/event is required must be provided within your application).
3	To support Community Venues to become or remain sustainable.
4	To improve Community Cohesion by developing networks and/or partnerships of communication, trust, co-operation and collaboration between communities.

2. Options considered and recommended proposal

- 2.1 Table One below describes those Grant applications received that have been recommended for approval as well as the total amount recommended for approval, in part or in full.
- 2.2 Table Two describes those Grant applications that have been received but are not recommended for approval. Feedback will be provided to these organisations by the Community Development Service.
- 2.3 Cabinet Member for Policing and Equalities is recommended to approve the award of Grant funding described in Table One, all of which meet the approved Grant Application criteria (see Appendix 1) and at least one of the objectives noted at section 1.12.

Table One: Applications recommended for award

Ward	Project Name	Brief description of project	Amount requested	Amount recommended
Binley & Willenhall	Grangers Club	To provide transport, activities and room hire. Members aged 14+ with learning disabilities providing a safe environment for people to meet and build confidence	£4,670.00	£1670.00
Cheylesmore	Cheylesmore Good Neighbours	Development of Age Friendly self-help group for the elderly/isolated in Cheylesmore and district	£4,786.00	£400.00

Ward	Project Name	Brief description of project	Amount requested	Amount recommended
Cheylesmore	Cheylesmore social club allotments association	Support allotment group to reinstate plots with long term goal of hosting open days and events	£5,000.00	£2,000.00
Cheylesmore	Coventry Recovery Community	Fun in Recovery aiding mental wellbeing, workshops and support group with weekend opening	£781.20	£781.00
Cheylesmore	Pinley over 60's Group, Pinleys Thursday Group	Room hire for the Life Centre and minibus hire for a number of trips to prevent social isolation	£2,870.00	£1000.00
Cheylesmore	Styvechale Grange Residents Association	To reduce the risk of isolation within an ageing community	£597.10	£120.00
Earlsdon	Coventry Cruse Bereavement Care	Providing volunteer counselling for the bereaved, training for volunteers, rent of office space, telephone costs and postage	£5,000.00	£1852.00
Earlsdon	South Earlsdon Neighbourhood Association	To support the local woodland by planting native bulbs	£340.00	£200.00
Earlsdon	The Notables Foundation, United in Music	Supporting people with disabilities to perform at community events across the city	£2,890.00	£2,300.00
Foleshill	Broad Street Meeting Hall	Supporting New Communities in Foleshill. To fund new community worker to complete funding bids	£4,500.00	£1000.00
Foleshill	St Pauls Church & Community Hall	Friends Community Café To provide hot meals to citizens who would otherwise be in difficulties	£2,550.00	£1,350.00
Henley	Coventry Burundian Community, Our Journey	Large community event supporting over 300 people bringing new and existing communities together.	£2,865.50	£425.00
Henley	Moat House Community Trust, Happy and Healthier Families – Summer Provision	To provide gym/dance studio hire, refreshments, sports instructors, admin/staff time and equipment hire for a summer scheme	£1,730.00	£280.00

Ward	Project Name	Brief description of project	Amount requested	Amount recommended
Henley	Coventry City Mission	Uniform Bank to supply storage equipment to support existing project	£5,000.00	£500.00
Holbrooks	Coventry Community sports	Weekly sports programme for young people aged 5 - 16 from across the city	£2,500.00	£1,824.00
Longford	Warwickshire Wildlife Trust (my wild Sherbourne)	To raise awareness of the benefits of using this open space and encouraging community responsibility	£4,194.00	£400.00
Lower Stoke	Coventry Sea Cadets	To improve IT training equipment for over 130 sea cadets and staff	£5,000.00	£1,000.00
Lower Stoke	Gosford Community Hub & Local Residents	To create a community garden to the rear of a day centre who cater for adults with multiple disabilities. Construction of raised beds, a bark chipped area and poly tunnel.	£4,570.00	£670.00
Radford	Godiva Trust	Time out to encourage women to meet and break down isolation between different cultures,	£500.00	£500.00
Radford	Hardly Athletic	Football for youths who are at risk of offending. To fund a new football team, including registration, insurance and full kit	£2,500.00	£255.00
Sherbourne	Bethel Church	Distribution centre for Coventry Foodbank. To provide paving for the food container unit and a new freezer	£4,515.00	£400.00
Sherbourne	Imani, Coventry Lives On	Building confidence and skills by knitting for charities, supply of wool and knitting needles	£4,156.38	£500.00
Sherbourne	Rose Community Centre	Rose Youth Club, to provide activities for young people. 24 young people 2 sessions per week	£3,900.00	£1,995.00
Sherbourne	Special Schools and Youth Community	To create a community/city wide rugby network for disabled students across the City. Promote health and fitness to 11 - 19 year old children.	£5,000.00	£2000.00

Ward	Project Name	Brief description of project	Amount requested	Amount recommended
St Michaels	British Organisation for people of Asian Origin (BOPA)	Asian Contribution in World War 1. Centenary of WW1 Conference at Belgrade Theatre to celebrate the participation of ethnic groups in WW1	£3,975.00	£1000.00
St Michaels	Coventry Artspace Limited	The TABLE; supporting community cohesion events across the city	£4,395.00	£1,000.00
St Michaels	Coventry Charterhouse	To provide blackout blinds to prevent damage to existing artwork	£500.00	£500.00
St Michaels	Coventry Jesus Centre	Your Space Activity Space. Two weekly activity sessions, coordinator/support worker, office overheads and volunteer expenses	£4,970.00	£1000.00
St Michaels	Coventry Makerspace Community Interest Company	Coventry Makerspace Pop-up shop Community Workshop. 20 art and craft workshops to enable people to become producers rather than consumers.	£4,340.00	£2000.00
St Michaels	Creative Optimistic Visions Community Interest Company	Feeling Safe: Knowing Me Knowing You, training on sexual exploitation for vulnerable young women. To provide safety alarms and trainer costs.	£2,578.00	£500.00
St Michaels	Three Spires Tots (Coffee Tots)	Parenting Support project: move to bigger premises to expand the services offered to support young parents.	£5,000.00	£2000.00
St Michaels	Warwickshire Association of Youth Clubs,	Support Moving On Youth Club for young adults leaving care	£4,700.00	£2000.00
Upper Stoke	Crafty Tots	Parents Stay and Play sessions supporting a parents and young people weekly activity session	£1,500.00	£100.00
Wainbody	Aao Miloh	An over 60's group, reducing isolation and encouraging fitness through wellbeing sessions	£816.00	£636.00

Ward	Project Name	Brief description of project	Amount requested	Amount recommended
Westwood	Willowbrook Extra Care Housing scheme	To build a sensory garden in the grounds of Willowbrook Extra Care housing in Glebe Close Canley.	£5,000.00	£1000.00
Whoberley	Hearsall Earlsdon Residents Association (HERA)	Refurbishment of Edwardian street signs	£1,100.00	£200.00
Whoberley	Guphill Residents Association	To erect security fencing to the rear of 2 - 16 Brookside Avenue following reports of Anti-social behaviour	£5,000.00	£5000.00 <i>(maximum subject to demonstration of costs)</i>
Woodlands	Westcotes neighbourhood watch	To promote the active Neighbourhood Watch operating in the area and encourage local engagement	£1,500.00	£390.00
Wyken	Vanny Radio-Community Broadcasters	Youth Radio Broadcasting Enterprise. A project that supports young people city wide - offers training in media and DJ performance	£3,500.00	£2,100.00
TOTAL	39		£129,289.18	£42,848.00

Table Two : Applications not recommended for award

Ward	Project name	Brief description	Amount requested
Bablake	Coventry Tree Warden Network (CTWN)	Tree planting and education to promote tree awareness	£1,500.00
Bablake	Sikh aid, Community bubble football	To provide a 'bubble' football experience, cost of equipment including clothing, balls and pumps	£1,000.00
Binley & Willenhall	Coventry Independent Advice Services	To purchase IT software and six laptops to provide additional advice services	£4,850.00
Binley & Willenhall	The Patch, Health and wellbeing outdoor in the community	To cultivate an outdoor area to grow food links into healthy exercise and healthy eating	£5,000.00
Cheylesmore	Trinjen	Knitting, Sewing and Crochet Fund will be used to cover the cost of room rental	£500.00

Ward	Project name	Brief description	Amount requested
		and purchase of knitting wool	
Earlsdon	South Earlsdon Neighbours Association (SENA)	Sing us your dreams; Poetry performance with local historian to coincide with Battle of the Somme	£1,000.00
Foleshill	AB3D, Shiamak Dance	Bollywood style dance project to deliver 10 sessions, venue hire, tutor fees, dance kits and refreshments	£3,835.00
Foleshill	Coventry Muslim Swahili Association	Supplementary School Project. Funding to be used for travel expenses for 15 teachers and teaching equipment.	£20,000
Foleshill	Coventry Peace House Education Trust	Vulnerable people's wellbeing project. Empowerment project for 18 people over six sessions to promote wellbeing	£5,000.00
Foleshill	Coventry Roma Project	IT equipment, laptops, printer and external hard drive plus DBS checks for volunteers	£1,514.00
Foleshill	Coventry Somali Community Network	Community integration project - recruit volunteers to support events - venue, refreshments, expenses, promotional material and office rent	£3,973.95
Foleshill	Fountain of Light - Women's group	Fountain of Light - Women's group to promote cohesion between older and younger Asian women; to provide healthy eating workshops.	£4,200.00
Foleshill	FWT - Foleshill Women's Training Ltd	Web wise Women in the Community. IT equipment and support to convert existing facilities into a cyber café	£4,335.00
Foleshill	Heartbeat Christian Centre	To support a weekly job club three hours per week in Paradise area of the City. To purchase additional computers to help support those attending.	£1,000.00
Foleshill	Hope in Unity Limited	Hope in Unity Project for Black, Asian, Minority Ethnic (BAME) Elders Provide a luncheon club for the BME community with holistic therapy sessions	£4,985.00
Foleshill	Sahara, Sahara on the beach	Five day trip to the Isle of Wight for 40 Asian elder men and women with complex, multi layered issues. To fund cost of 5 medically trained staff/ volunteers travel/accommodation/food costs)	£1,500.00

Ward	Project name	Brief description	Amount requested
Foleshill	Sahil	Improving Health and Wellbeing of South Asian Communities. To run 40 healthy eating and arts and crafts sessions.	£5,000.00
Foleshill	Sanatan Dharm Hindu Temple Society	IT equipment, three laptops, printers and network/phone line, to enable basic IT training.	£3,250.00
Henley	Bob Woodley Angling Academy	Fishing project for up to 30 young people to prevent anti-social behaviours; Tutor, bait and registration fees	£3,840.00
Holbrooks	7th Coventry Scouts	External repair work to headquarters building and fencing.	£5,000.00
Holbrooks	Holbrooks Community Care Association	Digital Update. To purchase 15 new computers and monitors for the over 50's club	£5,000.00
Longford	Peggie's Park	Community Resource building improvements to enhance security to the storage area.	£3,215.00
Lower Stoke	Rumi Art Group (RAG)	To teach Farsi to A level and GCSE levels to children where this is their first language and provide a newsletter	£5,000.00
Lower Stoke	Stoke Aldermoor Community Association	Family Activity Weekend for 53 people from the Stoke Aldermoor area to attend an activity weekend including two nights' accommodation, activities for 53 people for two days and coach hire.	£5,000.00
Lower Stoke	Stoke Aldermoor Residents Association	Aldermoor News Newsletter paper, ink, card and HP printer to create a booklet form newsletter	£2,671.68
Lower Stoke	Gosford Park Residents Association	Restoration of the Joseph Levi clock	£5,000.00
Lower Stoke	The Enterprise Club for Disabled People	Healthy Life Styles. After club activities, including catering equipment	£2,790.00
Radford	YMCA Coventry and Warwickshire	YMCA Hire to supply and replace sports and musical equipment	£3,500.00
Sherbourne	RCCG CRA Coventry	Reach Out project. Rent, youth workers, refreshments and equipment for weekly sessions for 13-25 year olds	£3,659.99

Ward	Project name	Brief description	Amount requested
Sherbourne	Coventry & Warwickshire Friends, LGBT	Safe Zone : Up skilling volunteers and strengthening community connection. IT social media and web training to ensure the delivery of a safe online environment.	£3,600.00
St Michaels	Eurosoma, Young Womens health project	Women's Health project. Delivery of 18 weeks two x 3 hour exercise sessions for young Somali, African and Muslim youth	£4,104.00
St Michaels	Art Therapy for Health (HeArtT) Community Interest Company	Art therapy for people with dementia. Two x therapists salaries, room hire, materials and refreshments for 10 people and their carers	£5,500.00
St Michaels	Celestinecelest Community Organisation	Back to Basics Rental for office space and all associated office costs including lighting, heating and telephone for a Female Genital Mutilation (FGM) project	£4,980.00
St Michaels	Coventry Carers Centre, Milan Asian Carers Support Group	To organise a programme of activities to support Asian carers to improve their wellbeing	£5,000.00
St Michaels	Elemental Wellbeing	CHERISH Therapy sessions for women following abortions	£4,700.00
St Michaels	Headway Coventry & Warwickshire	To provide counselling services for brain injured people	£4,270.00
St Michaels	Helen's Women's Project	Healthy Life Project to run physical activities, including swimming, walking and yoga for women from different ethnic backgrounds who are isolated with poor or little knowledge of the English language.	£5,000.00
St Michaels	Marimba Community Group	Break out of your shell. To purchase equipment laptop, Congas, camera, performance attire, advertising, and hall hire, refreshments and volunteer workshop travel expenses.	£4,000.00
St Michaels	Radio Plus (Coventry and Warwickshire Media Community Ltd)	Routes to Employment. Media training for five unemployed young people. Covers venue hire, trainer and course material.	£3,220.00
St Michaels	Somali youth community Coventry	New Goals. Twelve week programme to support young people into work	£3,986.60
St Michaels	Sunrise Community Solutions Community Interest Company	Mirror Images. Eight workshops for 48 people to create or capture 12 images that reflect their culture and share and enjoy diverse experiences.	£2,432.34

Ward	Project name	Brief description	Amount requested
St Michaels	The Highlife Centre Ltd	Community Empowerment and Voice of Hope Project. Handheld IT equipment to help engage difficult to reach communities and to inform them of services	£3,530.00
St Michaels	The Right Note, Eglise Armee Des Vainqueurs	Twelve introductory musical instrument sessions for either 20 or 30 young people from the Congolese community with a performance showcasing what they have learned.	£3,004.88
Upper Stoke	St Albans Church	Set up a warm and friendly weekly drop in for the residents of Stoke Heath to include room hire, heating costs and catering equipment	£2,000.00
Upper Stoke	Stoke Heath Community Centre	To improve the flooring and fitting of suitable hardwearing flooring	£1,100.00
Westwood	Maurice Edelman House	Improve garden area for respite care service users and residents.	£3,700.00
Westwood	Friends of Cannon Park	Keep Fit trail and equipment within the school grounds.	£4,530.70
Westwood	Knitting Needles Charity Group	Knitting for Charity. Room hire and material costs to make items for charitable sales	£1,150.00
Woodlands	St Oswalds Parish & Community Hall, Tile Hill Tumble Tots	Exercise and nutrition sessions for mums and toddlers. Room hire and tutor costs.	£1,800.00
TOTAL	49		£168,728.14

3. Results of consultation undertaken:

- 3.1 No specific formal consultation has been undertaken for Round Two of the 2014/15 Community Grant application process. However, the process has been undertaken in accordance with guidance and evaluation criteria developed as a result of consultation completed in 2013.
- 3.2 Feedback on the Community Grant process will be sought from those Groups who have benefited from Community Grant funding during 2014/15 and this will be used to inform any possible changes or improvements to the operation of the scheme alongside an analysis of the impact of this funding.
- 3.3 The Community Development Service will continue to actively engage with the local community to encourage the development of a variety of community groups and activities to support the development of Asset Based Working. Positive impacts have been realised as a result of 2013/14 Grant funding including training, developing people's skills to enable them to deliver their own community events, healthy lifestyle training and supporting young people in their own communities.

4. **Timetable for implementing:**

Both successful and unsuccessful applicants will be notified of the outcome their Community Grant application subject to Cabinet Member approval. Grant funding will be paid to successful applicants by 31 March 2015.

5. **Comments from the Executive Director of Resources**

5.1 **Financial implications**

5.1.1. The total Community Grant Budget is £100,000. A total of £54,754 was awarded during Round One and £42,848 is recommended for award as a result of Round Two. £2,398 of the Community Grant is not recommended for allocation. This amount will be dealt with through usual Council finance processes and procedures.

5.1.2. Recommendations for grant awards as detailed in Table One are within the existing budget for Round Two.

5.2 **Legal implications**

There are no legal implications.

6. **Other implications**

6.1 **How will this contribute to achievement of the Council's key objectives / corporate priorities (corporate plan/scorecard) / organisational blueprint / Local Area Agreement (or Coventry Sustainable Community Strategy)?**

The Community Grant Fund seeks to support voluntary and community sectors to:

- Improve Health and Wellbeing.
- Improve the local environment.
- Address community safety.
- Support and develop cohesive communities.
- Develop confidence and resilience within communities

All of which support the Council's key objectives and priorities.

6.2 **How is risk being managed?**

Risk will be managed through the existing risk management processes and frameworks. The Community Development Service will undertake monitoring activity to ensure that all successful applicants appropriately utilise their grants in line with Cabinet Member (Policing and Equalities) approval.

6.3 **What is the impact on the organisation?**

The fund will build on existing strengths within communities to enhance confidence and resilience. In some cases, the projects described in this report will provide residents with alternatives to Council provided services, potentially reducing demand. This directly supports the "Locally committed" elements of the Council Plan.

6.4 **Equalities / EIA**

An Equality Consultation Analysis will be undertaken during 2015, to assess the impact of Grant funding to date, to influence criteria and process for 2015/16 and to ensure that funding awarded is contributing to the reduction of potential equality gaps.

6.5 Implications for (or impact on) the environment

A small number of the projects described should have a positive impact on the local environment, e.g. tree planting.

6.6 Implications for partner organisations?

Partner organisations should realise a positive impact as a result of Community Grant funding awards. As communities' confidence and skills grow they will be less reliant on some main stream services thereby freeing up resources.

Report author(s):

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Contributor/approver name	Title	Directorate or organisation	Date doc sent out	Date response received or approved
Contributors:				
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Maureen Metcalf	Community Development Team Leader	People	19/01/15	10/02/15
Carole Donnelly	Community Development Team Leader	People	19/01/15	22/01/15
Usha Patel	Governance Services Officer	Resources	19/01/15	03/02/15
Diane Jones	Finance	Resources	19/01/15	30/01/15
Helen Shankster	Insight Team	Chief Executives	19/01/15	21/01/15
Ruth Tennant	Public Health	Chief Executives	19/01/15	29/01/15
Names of approvers for submission: (officers and members)				
Ewan Dewar	Finance Manager	Resources	19/01/15	04/02/15
Carol Bradford	Solicitor	Resources	19/01/15	04/02/15
Mick Burn	Procurement	Resources	19/01/15	04/02/15
Sara Roach (for Brian Walsh)	Deputy Director	People	19/01/15	04/02/15
Members: Councillor Townshend	Cabinet Member for Policing and Equalities		21/01/15	04/02/15
Councillor Andrews			27/01/15	04/02/15

This report is published on the council's website: www.coventry.gov.uk/meetings .

Coventry City Council's

Community Grant Fund

Criteria 2014-15

Please read carefully before making an application



Aim of the Community Grant Fund

Coventry City Council has established a grant fund of £165,000 to spend during 2014-2015 on community projects. Grants will be available at the discretion of the Council through 2 rounds of funding throughout the year. A timetable for applications is detailed on page 5 of this document.

This funding is intended to help Voluntary and Community groups throughout Coventry develop their capacity and promote sustainable change in neighbourhoods. Projects will be expected to enhance the local environment and/or improve the general health and well-being of citizens of Coventry.

This grant fund complements and supports the Council's objective of encouraging residents to "do more for themselves" and increase self-sufficiency. This will help further the development of actively engaged, sustainable, resilient communities within Coventry.

Objectives of the Scheme

This grant scheme seeks to achieve the objectives listed below through building on the strengths that exist in our communities. The application form will ask applicants to identify which of these objectives their project will contribute towards, and ask for details of how this will be achieved during the lifespan of the project.

1. To deliver projects that aim to improve health and wellbeing, community safety or the local environment for communities (geographical communities or specific city-wide community).
2. To enable groups to deliver projects and/or events in the City (please note: *evidence of why the project/event is required must be provided with your application).
3. To support Community Venues to become or remain sustainable
4. To improve Community Cohesion by developing networks and/or partnerships of communication, trust, co-operation and collaboration between communities.

**please note you will be expected to produce your evidence which could be (for example only) statistical, results of a consultation, evidence from a service provider such as the police or a social landlord*

Who can apply?

The grant fund scheme is only open to groups that are based in Coventry. Groups can be, for example, youth groups, community development groups, cultural organisations, community centre associations, women's groups, residents associations, tenants associations and other similar organisations.

The scheme is aimed primarily at projects to develop a culture of 'doing it for ourselves' to enhance community resilience and to have a legacy which will ensure the change/improvement is sustained.

Eligible Costs:

Grants may be awarded towards the cost of the following, provided they meet the objectives noted on page 3:

1. Organisation of events.
2. Seminars or discussion groups.
3. Projects that create sustainable change/improvements.
4. Renting appropriate facilities.
5. Resource materials.
6. Improvements to buildings / IT etc. that enhance service delivery opportunities for local communities
7. Action research and small publication costs.

Please note: The maximum award payable to an organisation is £5,000 in any one funding round.

Exclusions

Grants will not be paid for:

1. Political or Religious activities
2. Retrospective events (things that have already happened)
3. Cash generative schemes (where an individual or organisation profits from the award)
4. Anything that the Council already funds
5. Single person activities
6. Furniture

Information on Application

Application forms will be available on line at the Council's website, or in paper copy from the Council House reception desk.

It is always best to apply as early as possible which will allow time for processing of the application, and for any enquiries to be made if necessary.

Groups will be restricted to being awarded one grant per round. However, if a group has received funding in the past, they will need to demonstrate either that

1. That this is an entirely new application with clear and differing objectives to previous applications, or:
2. How additional funds will further develop and enhance earlier achievements for a project previously funded.

Applicants should understand that while careful consideration is given to each application, it may not be possible to fund all applicants to the extent requested, even if applications come within the criteria set out above.

When to Apply

Round 1: Deadline for applications is 4pm on Monday 30 June 2014

Round 2: Deadline for applications is 4pm on Wednesday 31 December 2014

Details of where to send your application is marked clearly on the application form.

Decision Making Process

No application will be looked at until after the closing date.

Any incomplete applications will be returned without being considered (but can reapply once fully completed)

Decisions will be made by the relevant Cabinet Member.

Decisions will be final with no appeals considered.

Successful candidates will be notified within 12 weeks of the deadline date.

Monitoring and Evaluation

All successful applicants will be expected to monitor their achievements, and provide evidence of what the grant was spent on (keeping receipts and invoices is essential).

It is a condition of accepting a grant that within 12 months of receipt of the grant you will:

1. Let us know what the grant helped you to achieve
2. Tell us how your local community benefitted from you receiving the grant
3. Provide detail of how the grant was spent

A monitoring and evaluation form will be sent to all groups with their grant offer letter. This letter will specify conditions of accepting the grant, and advise how to return any unused grant.

