

## Community Fund Information Sheet

### June 2018

### Community Fund Aims and Priorities

The **Community Fund** is an annual grant programme funded by the Housing Revenue Account (HRA). The Community Fund is available to support schemes providing services and activities for the benefit of council tenants. The **Community Fund** aligns closely with the **Ward priorities** set by local councillors. This allows for consistency in funding priorities within a local area and encourages council tenants and TARAs to get more closely involved with the Local Area Partnerships (LAPs) in setting and addressing these local priorities. It also provides an opportunity for local Ward Members to work with their TARAs to generate projects that meet local priorities. The Housing and Neighbourhoods Service may occasionally widen the Community Fund priorities to support a particular issue of concern to council tenants in a locality.

The Community Fund is **not able to support**:

- Individuals or individual activities;
- Party political or religious activities;
- Activities that target groups outside the area of benefit
- Ongoing running costs for existing projects (wages, general running costs)
- Capital costs not linked to the proposed activity
- Any activity that is normally the responsibility of statutory bodies
- Any activity that does not clearly benefit council tenants

**Applicants should demonstrate the impact that their project would make on tenants living in the Ward to be successful.**

### Who is eligible to apply?

- Tenants & Residents Associations (TARA)
- Voluntary and Community Groups delivering projects that benefit council tenants **in partnership with the local TARA** (where one is currently active)

To be **eligible for a grant**, you need to:

- Be a charitable or not-for-profit organisation
- Have a constitution/written set of rules for the organisation
- Have a bank account in the name of the organisation that needs at least two unrelated signatures to sign to withdraw money from the account
- Have a set of accounts and make these available for inspection.
- Meet the Good Governance Requirements (TARAs only)

## How much is available and how much can you apply for?

**£100,000 is available in 2018/19** to support community projects. This amount will be reviewed annually. The Community Fund money is divided across the **28 Wards** in the City. The exact allocation is based on the number of council housing properties within the Ward and on local issues such as employment, poverty, health etc. within each Ward (made through an Index of Multiple Deprivation multiplier). The **minimum grant available** is **£500** (or the full Ward allocation if this is less than £500) and the **maximum grant available** is **£2,499**. Community Fund allocations should normally be spent by 31<sup>st</sup> March each year unless agreement has been received from SCC to extend this deadline.

An **additional Residual Levy** Community Fund grant will be made available to Voluntary and Community groups delivering projects that **benefit tenants in area where there is no TARA**. Currently any levy payments collected from tenants in these areas are put into the 'Residual Levy Account'. This **Residual Levy**, still ring-fenced to the communities where it was collected, will now be made available as an **additional Community Fund allocation**. The application and award process will be exactly the same as for the Community Fund, although the two funds will be administered separately. The Residual Levy Community Fund for 2018/19 will be £62,000.

The table at the end of this document gives a full breakdown of the amounts available in each Ward for 2018/19. A single application for funding from both the Community Fund and Residual Levy Community Fund will be considered where a project can demonstrate a benefit to tenants living across the Ward or TARA/non-TARA areas.

## Community Fund timescales, application and assessment process

The Community Fund will be a rolling programme of funding with **three major deadline dates** for applications on 31<sup>st</sup> May, 31<sup>st</sup> August and 31<sup>st</sup> December each year. If an application misses the deadline date then it will be included for consideration in the next round of funding. The application forms and guidance will be the same as those used for applications to the Ward Pot. This includes an assessment about whether the organisation has the funds available to pay for the activity from their own income.

### Community Fund Panel

A Community Fund panel will make recommendations to the Head of Neighbourhood Services or their nominee on applications for each Ward. This panel will be composed of the Neighbourhood Manager (or deputy) for the area, a Service Manager from the Housing and Neighbourhoods Service and the elected Housing and Neighbourhoods Advisory Panel (HANAP) representative (or their deputy) for the area. Local Ward Members will also be given an opportunity to provide additional information in relation to the application which will be considered by the Panel as part of the Community Fund application assessment.

### Assessment criteria

The following criteria will be used by the Panel to formally assess the application:

Assessment Criteria	Score out of 5 5 – Shows strong evidence of meeting criteria 0 – Shows no evidence of meeting criteria
Does the application demonstrate a genuine community need?	
Will the proposal generate benefits for council tenants within the Ward?	
Does the proposal take into account the diversity of the community?	
Does the proposal meet the aims and objectives of the Community Fund?	
Does the application demonstrate proper planning and appear feasible?	
Is this funding essential to allow the proposal to proceed?	

Applicants will be required to score **20 or more points** in order to be awarded a grant. Feedback will be given to unsuccessful bidders and re-application to the next bidding round will be considered. Full details of successful applications will be reported through Local

Housing Forums or on request from the Community Engagement Team.

More detailed guidance on the application process and grant conditions can be found on the Application Form and Signature and Conditions Form. Successful applicants will also be required to complete a monitoring form within 1 month of the activity/grant being spent.

## Community Fund Summary 2018/19

Ward	N'hood Team	Community Fund	Residual Levy CF
Beauchief & Greenhill	SSW	£9,500	£0
Beighton	SE	£1,500	£0
Birley	SE	£3,000	£0
Broomhill & Sharrow Vale	CW	£1,000	£1,500
Burngreave	BS	£9,000	£12,000
City	CW	£500	£700
Crookes & Crosspool	CW	£500	£0
Darnall	E	£5,000	£3,000
Dore & Totley	SSW	£500	£3,000
East Ecclesfield	N	£1,500	£1,000
Ecclesall	CW	£100	£250
Firth Park	FP	£13,000	£2,200
Fulwood	CW	£500	£150
Gleadless Valley	SSW	£8,000	£300
Graves Park	SSW	£500	£200
Hillsborough	CW	£1,000	£1,000
Manor Castle	E	£2,000	£7,500
Mosborough	SE	£2,500	£7,500
Nether Edge & Sharrow	CW	£2,000	£1,700
Park & Arbourthorne	E	£7,500	£0
Richmond	E	£3,000	£1,250
Shiregreen & Brightside	BS	£1,000	£1,000
Southey	FP	£12,500	£14,000
Stannington	N	£2,000	£200
Stocksbridge & Upper Don	N	£2,000	£550
Thorpe Hesley	N	£100	£0
Walkley	CW	£6,000	£3,000
West Ecclesfield	N	£1,000	£0
Woodhouse	SE	£3,500	£0
<b>Grand Total</b>		<b>£100,200</b>	<b>£62,000</b>