

## Council Strategic Partnerships

Council will also identify community funding for work in partnership with strategic organisations to deliver on its aims set out in its Corporate Plan. In particular this will apply to Good Relations, Arts and Culture, Community Development and events that contribute to the quality of life in the Borough. The process for these initiatives will be targeted strategic groups and Council will be the lead partner.

## Bursaries (Individual) - (Annual Public Call)

Bursaries may be available for individuals seeking to develop cultural languages (Irish and Ulster Scots) as part of our commitment to the European Charter on Minority languages. Bursaries are available up to £100. Details of this scheme are available on request.

**Contact:** Ursula Uí Dhonnaile Tel: 028 8772 8611 **Email:** gaeilge@dungannon.gov.uk

## Service Level Agreement Grants Scheme

### 1. Strategic Support Organisation/Networks Grant

Applications are sought from Community & Voluntary umbrella organisations that play a strategic support role to the wider community and voluntary sector across the Borough: - (this fund has a maximum grant award of up to £10,000)

#### Criteria:

- Represent the needs of the local sector interest and serves at network and individual organisational level.
- Provides a focus for lobbying and consultation for the area it serves
- Networks and provides interface with key statutory agencies and other organisations.
- Promotes and facilitates training and capacity building programmes.
- Interprets and disseminates information.

Central to the Scheme are the three core objectives which underpin the Councils mission and to provide a framework for the Council in conducting its business.

- I. Delivering Best Value Services
- II. Sustaining Quality of Life
- III. Leadership, Partnership and the Community

### 2. Specialist Advice Providers Grant

Applications are sought from Community & Voluntary organisations that play a support role in the provision of a community advice and support service which includes the following: - (this fund has a maximum grant award of up to £2,000)

#### Criteria:

- Represents the needs of the community and voluntary sector on key social disadvantage issues
- Advisory service to the community on social issues within a specialist interest field
- Provision of key information on key support services to community
- Support to community on issues of social impact
- Networking support to community on social issues
- Interprets and disseminates information

### 3. Resource / Facilities Providers Grant

Applications are sought from Community & Voluntary organisations that provide community facilities especially in areas where there is no other provision by Council and which includes the following:- (this fund has a maximum grant award of up to £5,000)

#### Criteria:

- Represents the needs of the local community in the provision of facilities available for a wide range of usages.
- Provides access to all the community within the local area.
- Acts as a focal point for community activity, participation and involvement and promotes community development, good relations and local infrastructure.

**Contact:** Community Development Manager – Philip Clarke 028 87728616  
**Email:** philip.clarke@dungannon.gov.uk

## The Application Process

All Community Support Grant Aid Applications should be made on the relevant programme Funding Application Form which is available to download from the Dungannon & South Tyrone BC Website ([www.dungannon.gov.uk](http://www.dungannon.gov.uk)) or by contacting the Development Department at Dungannon & South Tyrone BC Offices - Tel. No: 028 87728600 or 028 87728616.

Following completion of the Application Form, having indicated on the front page that you wish to apply for a Community Support grant and ensured the necessary documentation is enclosed, please submit all requested documentation, even if you have done so in previous years, the form should be returned to the address below prior to the closing date which will be advertised in the local press:

**Development Department, Dungannon & South Tyrone BC  
Ranfurly House, 26 Market Square, Dungannon, BT70 1AB**

**Further information available on request by contacting Community Development Manager Philip Clarke, 028 8772 8616, Email – [philip.clarke@dungannon.gov.uk](mailto:philip.clarke@dungannon.gov.uk)**

## OTHER USEFUL LINKS

South Tyrone Empowerment Programme provides Community Development & Training Services to individuals and groups in the South Tyrone community and across Northern Ireland.

**[www.stepni.org](http://www.stepni.org)**

COSTA (Community Organisations of the South Tyrone Area) - provide groups with a neutral point of contact in the South Tyrone area and local rural communities representing statutory and community organisations.

**[costarsn.org](http://costarsn.org)**

Southern Health and Social Care Trust  
**[www.southerntrust.hscni.net](http://www.southerntrust.hscni.net)**

Community Foundation for Northern Ireland - is an independent grant-making organisation.

**[www.communityfoundationni.org](http://www.communityfoundationni.org)**

Community Change Northern Ireland, supports community groups and organisations through tailor made facilitation and training.

**[communitychange-ni.org](http://communitychange-ni.org)**

Northern Ireland Council for Voluntary Action (NICVA) supporting the local community and voluntary sector

**[www.nicva.org](http://www.nicva.org)**

CENI supports the voluntary and community sector to use monitoring and evaluation to prove its value and improve its performance.

**[www.ceni.org](http://www.ceni.org)**

Awards for All is a Lottery grants scheme funding small, local community-based projects in the UK.

**[www.awardsforall.org.uk](http://www.awardsforall.org.uk)**

Northern Ireland Statistics and Research Agency.

To view statistics on your local area please enter full postcode e.g. 'BT01 4AB'.

**[www.ninis.nisra.gov.uk](http://www.ninis.nisra.gov.uk)**

Cookstown and Western Shores Area Network - CWSAN  
The rural support network "Sustaining Local Communities"

**[cookstownwesternshores.com](http://cookstownwesternshores.com)**

Community Relations Council  
**[www.nicrc.org.uk](http://www.nicrc.org.uk)**

Arts Council  
**[www.artscouncil-ni.org](http://www.artscouncil-ni.org)**



**DUNGANNON  
& SOUTH TYRONE**

*Borough Council*

# GUIDE TO GRANT AID

**Community/Good Relations Grant**

**Community Festivals Grant**

**Community Support Grants**

**Arts/Cultural Grant**

**Energy Support Grant**

**Community Safety Grants**

**Communication Access for Disability**

**Interpretation & Translation**

**[www.dungannon.gov.uk](http://www.dungannon.gov.uk)**

## DUNGANNON & SOUTH TYRONE BOROUGH COUNCIL COMMUNITY GRANTS INFORMATION

### Objectives of Councils Financial Assistance

The objectives of this policy are to ensure that all funding and grants allocated will :-

- Further the objectives as outlined within the corporate strategy of the Council
- Achieve greater accountability & openness
- Ensure Equality and Good Relations is considered in all applications
- Target resources in line with new TSN guidelines
- Maximise the opportunities for matched funding
- Maximise leverage
- Target resources to maximise sustainability (financial, environmental & social)
- Encourage linkages with other programmes
- Further the stated aims and objectives of the Community Support Plan.
- Will lead to genuine improvements in facilities, available to the wider community.

### Availability of Funding:

Following the completion of annual budget setting, the availability of funding under the various areas of activity, the funding criteria and the application process will be made known to all interested bodies by way of public advertisement, Councils Web site and mail-out to Councils database of community and voluntary sector organisations.

The Council will also develop some rolling grant aid programmes (no closing date) that are responsive and adaptable to the diverse needs of the community voluntary sector.

It will also develop and encourage partnership initiatives that compliment and enhance Council corporate strategies. These strategic projects will be targeted at areas where there is little or no community activity. They will be delivered in partnership with a key umbrella organisation in the field of activity. If there is more than one organisation a collaborative initiative will be developed.

### General Procedures & Guidelines:

When applications are received they will be measured against specific criteria and a weighting and scoring system will be used to ensure that all applications are treated consistently and fairly. In addition, depending on the nature of the application additional criteria specific to that particular area will also be applied to target resources. This will also take account of specific criteria developed by the various government departments to support their specific objectives.

All grant aid requests will have to be made on the relevant application form available through the relevant section of Council and returned within a set closing date, these details will be provided through public advertisement, website and grants leaflet.

- On submission to the Council the application will be assigned to a particular contact within the Council. Initial checks will be undertaken to ensure that the application is eligible for support from the Council.

- Following initial assessment further information may be requested. The level of information will depend upon the level and nature of the application. (See Checklist below).

The proposal will then be assessed against the relevant grant aid criteria under which the application has been made by both the dedicated officer and assessment panel. The request will then be awarded a score against the set assessment criteria and recommendation made for an award of grant aid taking into account available budgets and competing demands. This decision will then go forward to either a relevant sub-committee, Development Committee and then have to be ratified by a full Council meeting.

### A list of ineligible projects shall also be reported to the appropriate committee:

- Following approval by committee a Letter of Offer will be forwarded containing details of grant being offered, specifically what the grant is for, outputs expected, claw-back conditions if appropriate to the funder, deadline for claiming grant etc.
- The Letter of Offer should be signed and returned before any payment of grant is approved. A claim form may be required in some cases as defined in the LOO.
- Payment will be progressed if all conditions of LOO have been met and a checklist will be in place to enable the officer to sanction payment.
- All grants will be monitored to ensure that the agreed conditions have been fulfilled.

### Checklist of General Criteria - Applications < £1,000

- Evidence of acceptable constitution\*
- Evidence of inclusive representation & participation
- Evidence of other funding
- Clear statement of aims & objectives of application
- Clear evidence of financial need
- Bank Account details and need for financial support
- Value for Money has been sought
- Meets Equality & Good Relations conditions
- Activity is taking place within the Dungannon and South Tyrone Borough Council area or if not achievable 75% of the proposal/participants come from within the Borough.
- No retrospective approvals will be considered.
- Previous levels of support.
- Non profit taking organisation/not for personal gain.

### Applications > £1,000 < £10,000

- As for < £1,000 plus
- Evidence of three tenders or quotations sought for key expenditure items over £1,000 (assessment on the basis of most economically advantageous) if applicable.
- Detailed schedule of income & expenditure
- Evidence of insurance
- Annual audited accounts
- Written evaluation of project (Business Planning approach demonstrated)
- Managerial ability to manage project
- Clearly measurable outputs
- Evidence of sustainability

### Applications > £10,000 and above:

- There are few community grants that will exceed the value of £10,000, in the instance that any do, they will require:
- All off the above plus
- Payments will only be issued based on original invoices/paid cheques attached to claim form.

### Additional Specific Grant Aid Programme Criteria:

#### Arts & Cultural Development Grants (Quarterly Public Call Subject to Funding)

- Maximum £1,000 available per application
- Conditions as per £1000 plus ability to highlight Arts/Cultural development plus good relations theme.

**Contact:** Arts & Heritage Development Office, 028 8775 3626

**Email:** margaret.quinn@dungannon.gov.uk

### Community Festivals – (Rolling Programme)

- Small community based festivals less than and up to £750
- Larger visitor based festivals up to £1500 maximum

**Contact:** Good Relations Officer Oliver Morgan, 028 8772 8614,

**Email:** oliver.morgan@dungannon.gov.uk

This grant measure does not prohibit charitable donations, as long as the funding is directed to the actual project activity and meets the measure criteria.

### Community Support (Annual Public Call)

- Demonstrates that the proposal contributes to the overall quality of life within their community
- Demonstrates how their proposal offers a broad-based programme for all ages in the case of centre based operations.
- If advisory services, demonstrates that they offer confidential and comprehensive services on a wide range of statutory services
- The extent to which they represent the catchment area within which they operate.

Applications considered annually ( usually September) subject to funding

**Contact:** Community Development Manager – Philip Clarke, 028 8772 8616

**Email:** philip.clarke@dungannon.gov.uk

*Note: Due to the level of funding of this measure, additional detail on this grant is attached for relevant requests.*

### Community Good Relations (Rolling Programme)

- Extent to which proposal provides opportunities for groups to explore cultural, political, religious and ethnic traditions within their own community
- How actively the proposal addresses the issue of cultural diversity, sectarianism and racism.
- The level of opportunity for groups from different religious, political and ethnic traditions to develop relationships outside their own tradition.
- Extent to which proposals contribute to the skills and knowledge base within the community relations field
- Maximum grant £1000, although partnership or strategic initiatives are eligible for greater levels of assistance dependent on the proposal.

**Contact:** Community Development Manager - Philip Clarke 028 8772 8616

**Email:** philip.clarke@dungannon.gov.uk

### Small Grants Energy Support (Annual Public Call – usually September)

- Small grants up to £500
- Designed to offer financial assistance with the cost of energy for the venues
- Suitable for all community based organisations providing or hiring venues e.g. - pre-school playgroups, parent and toddler groups, senior citizen groups, cultural/ community activities/hobby activities e.g. music, art, drama etc.
- Ability to show implementation of energy conservation initiatives.

**Contact:** Community Development Manager – Philip Clarke 028 87728616

**Email:** philip.clarke@dungannon.gov.uk

### Small Grants Communication Access for Disability, Interpretation & Translation (Rolling Programme Subject to Funding)

Applications are sought from local community and voluntary sector groups who meet the following criteria:

1. Community based Initiative
2. Financial Support necessity
3. Genuine Motive
4. Anti-Racism and Inclusion / Integration
5. Outreach for Disability Inclusion / Integration
6. Cost-effectiveness
7. Accountability

This fund has a max award of up to £250

**Contact:** Oliver Morgan – Tel: 028 8772 8614, **Email:** oliver.morgan@dungannon.gov.uk

### Seeding Grants / New Community Group Set Up (Running Program)

- Maximum grants available £200.
- To assist new groups with set-up costs.

**Contact:** Community Development Manager – Philip Clarke 028 87728616

**Email:** philip.clarke@dungannon.gov.uk

### Community Safety

Funding is available for projects which will further the objectives set out in Dungannon & South Tyrone's Community Safety Strategy. The Partnership welcomes applications for funding from local groups wishing to undertake community safety projects or initiatives in the Dungannon & South Tyrone Borough area.

Projects should have a direct impact on reducing crime and anti-social behaviour, reducing the fear of crime and improving the general safety of our communities. Our key priorities for the next few years are:

- Offences against the Individual, particularly domestic violence and sexual assault
- Domestic burglary
- Anti-social behaviour and low level neighbourhood disorder fear of crime particularly among older people, vulnerable adults, victims and children.

**Contact:** Community Safety Coordinator: Annette McGahan - Tel: 028 8772 8606

**Email:** annette.mcghan@dungannon.gov.uk