URGENT Decision Item

Grants Committee 6th March 2019

One Off Grants Pot

SYNOPSIS
To approve the criteria and selection process for administering the ‘One Off Grants Pot’.

1. Relevant Background Details

One Corby Policy Committee has delegated the approval to the Grants Committee to distribute grants annually within the approved budgets.

Due to the increasing number of requests for funding support and in view of the continued strengthening of the Council’s financial position which is showing a balanced and sustainable position in line with the Medium Term Financial Position for 2018/19 and projected for 2019/20, the Council has approved a ‘One Off Grants Pot’ of £300k for the 2019/20 financial year. The pot is to support local community and voluntary organisations throughout the Borough that can demonstrate the grant funding can provide added community value.

2. Report

The £300k grants pot will be available for one year and organisation / groups applying will need to demonstrate that the funding can be spent within the 2019/20 financial year. There will not be a limit on what organisations/groups can apply for, below the £300k threshold.

It is acknowledged that this is a tight timescale and therefore this urgent report is presented so that the criteria and process for receiving and awarding funding can be agreed as quickly and as efficiently as possible by the Grants Committee.

The intention is that Organisation / Groups will be invited to submit expressions of Interest by completing an application form. The proposed deadline for submissions will the 29th March 2019.

It is proposed the process for approving the requests received will be very similar to the process used to approve core and devolved grants with a review panel in place, made up of Grants Committee members.

The Panel will be required to review the submitted applications against the agreed criteria, groups / organisations will be invited to do a short presentation to the Panel to put forward their case for funding, although attendance will not be compulsory.

Panel members will be given the opportunity to ask any additional questions before making a final decision. A scoring process that reflects the agreed grant criteria will be used. This system has worked very successfully for previous core and devolved reviews.

It is intended to hold the Panel meeting before Easter, depending on the amount of requests received, this may require more than one day.

3. Options to be considered (if any)

The key option is in relation to the criteria for administering the £300k. A draft criteria is included in Appendix One.
4. Issues to be taken into account:-

**Financial**
The £300k is a one of finite grants pot to be spent in 2019/20. All requests for support will be subject to financial checks before final approval. Organisations / groups will need to clearly demonstrate that they are able to spend the funding allocated within the 2019/20 financial year. All grants allocated will be required to understand and agree that if the funding cannot be spent that it may be subject to claw back.

**Risk**
The key risk is that approved grants are not spent with the 2019/20. The Council will work closely with all approved organisations / groups in monitoring progress and any concerns will be reported back to the Grants Committee.

**Legal**
The local authority can operate this grants scheme under its general powers of competence as provided by the Localism Act 2011.

The Council reserves the right to reject any application for any reason and if fraudulent or illegal activity is suspected cessation will be immediate.

**Policy Priorities, Performance Information, Best Value, Human Rights, Equalities, Sustainability, Community Safety**

There are no major issues in relation to these arising directly from this report. In respect of performance information, approved grants will be required to provide detailed evidence of expenditure that is in line with the application approved by the Council.

5. Conclusion
This additional one off grants pot is yet another demonstration of the high regard the Council has for its many community and voluntary organisations and groups that provide adding community value within the Borough.

The Councils Grants Committee oversees a total grants budget of £530k, covering core and devolved organisations, the core theatre, small grants, arts grants and health and wellbeing grants. In the past two years the Council has also been instrumental in setting up the Corby Lottery that will have distributed over £60k to local good causes by the end of this financial year.

6. Recommendation
That Members:

(a) Approve the ‘One of Grants Pot criteria.

(b) Agree the ‘One of Grants Pot’ Panel Members.

**Background Papers**
One Corby Policy Committee and Full Council Reports February 2019.

**External Consultations**
None

**List of Appendices**
Appendix One ‘One of Grants Pot criteria’

**Officer to Contact**
Chris Stephenson, Head of Services, Culture and Leisure 4042
Corby Borough Council ‘One off Grants Pot’ Criteria

1. **Purpose**

To administer the ‘One off Grants Pot’ of £300k in 2019/20. This is a finite amount of monies for which oversubscribed bids will need to be prioritised.

2. **Aims**

To provide additional one off financial support to established community organisations in Corby who can demonstrate they provided added value to the local community.

To ensure that the approval or rejection of the ‘One off Grants Pot’ is open, transparent and fair.

All Organisation / Groups that have received Corby Borough Council grants or Discretionary Rate Relief over the past twelve months will also be permitted to apply.

3. **Who can apply?**

**Organisation / Groups must:**
- Be not for profit.
- Provide community activities or services within the Borough of Corby, which are of benefit to the residents of Corby.
- Demonstrate they have been providing added value to the community in Corby for at least two years.
- Have a formal constitution or set of rules.
- Have a bank account requiring at least two unrelated signatories.
- Operate with no undue restriction on members.

And be either:
- A constituted group with a volunteer management committee with a minimum of three unrelated members that meets on a regular basis (at least 3 times per year)
- A registered charity, with a board of trustees

Or:
- A registered Community Interest Company, and provide copies of your Community Interest Statement, details of the Asset Lock included in your Memorandum and Articles of Association, and a copy of your latest annual community interest report.

4. **Corby Borough Council will not permit applications from:**

- Groups promoting a particular religious or political belief or activity, or a campaign that does not directly relate to the provision of community activities or services within the Borough of Corby.
- Organisations that do not work within the boundaries of Corby Borough.
- Organisations that aim to distribute a profit.
- Organisations with no established management committee/ board of trustees (unless a CIC).

5. **Additional Information**

A Business plan/case maybe requested depending on the type of funding request received.