

AREA 6 COMMITTEE May 15th 2012

Title of paper:	Community Small Grant Programme	
Director(s)/ Corporate Director(s):	Lianne Taylor Neighbourhoods and Communities Tel: 0115 8764713 lianne.taylor@nottinghamcity.gov.uk	Wards affected: All
Report author(s) and contact details:	Steff Webber - Single Gateway Tel : 01158762176 Email : steff.webber@nottinghamcity.gov.uk	
Other colleagues who have provided input:	Louise graham – Grants manager Trish Gilby - Service Manager (Voluntary Sector Sustainability) Tel : 0115 8762172 Louise Graham	
Relevant Council Plan Strategic Priority:		
World Class Nottingham		
Work in Nottingham		√
Safer Nottingham		√
Neighbourhood Nottingham		√
Family Nottingham		√
Healthy Nottingham		√
Leading Nottingham		√
Summary of issues (including benefits to citizens/service users):		
<p>Nottingham City Council continues to recognise the importance of a thriving voluntary and community sector in delivering its priorities in local communities. In response to this the council has developed a new small grants programme providing £200K of revenue funding citywide for April 2012 to March 2013.</p> <p>Each of the Cities wards will have an allocation of this funding; this has been distributed based on need, using the Indices of Multiple Deprivation (IMD), a nationally compiled set of data, which cover a range of social, economic and housing issues into a score for each small area of the country. See Appendix 1.</p> <p>The grants will be allocated against the local ward priorities as identified in the local ward planning process that has been supported via Neighbourhood Management. Ward Councillors will make the decisions regarding grant allocation, they will be supported by a ward grant panel which consist community representatives nominated at area Committee. Together they will make up Ward grants panels.</p> <p>The first round of funding was opened 2nd April with a closing date May 8th, applications are being assessed and decisions will be made, via the ward grant panels by the end of June 2012.</p>		
Recommendation(s):		
1	To note the process for awarding small grants with a value between £1001 - £20,000 via the Area Committee. See Appendix 2	
2	<p>To nominate <i>one or more</i> community representatives per ward to be members of the ward grant panels. Who will assist the Ward Councillors to make decisions regarding community small grant allocation.</p> <p><i>Or</i></p> <p>To devolve responsibility to the chair of Area Committee to nominate the community representatives outside of the meeting.</p>	

3	To delegate decision making be given to ward grant panels in relation to the allocation of Community Small Grants.
4	All decisions, made by the ward grants panel, regarding small grant allocations to be noted at Area Committee.

BACKGROUND

- 1.1 The distinctive nature of small grants will enable larger voluntary sector organisations and small grassroots community groups, their members and volunteers meet some of the needs of the local community. The grants will support the voluntary sector to thrive, enabling it to effectively contribute towards the local Ward priorities that feed into the City's strategic priorities as set out in the Nottingham Plan.
- 1.2 Analysis of voluntary and community sector feedback showed strong support for the continuation of grant funding alongside commissioning, offering added flexibility and the opportunity to directly respond to local needs.
- 1.3 Nottingham City Council have consulted widely with local communities and the voluntary and community sector on the proposals for setting the priorities, principles, eligibility and allocation for the new Small Grants Programme.
- 1.4 Grant priorities will be those agreed by Area Committees as part of the ward planning process. For city wide communities of interest there will be an alternative process that will be assessed and decided by the Equalities Board, in consultation with its Community Equalities Forum.
- 1.5 Decisions regarding the allocation of grants to a specific ward will be made by a ward grants panel as agreed by Area Committee; they will have the local knowledge that helped shape the ward priorities.
- 1.6 The applications process will be supported by Locality teams, Single Gateway and Nottingham CVS.

2. REASONS FOR RECOMMENDATIONS (INCLUDING OUTCOMES OF CONSULTATION)

- 2.1 Small grants will assist the City Council in narrowing the gap between more deprived and marginalised communities and the least deprived and more affluent areas of the City. This grant strand aims to facilitate the engagement of priority communities, empowering them to join in and deliver activities within and for their local communities. This will enable the communities to organise and manage projects themselves.
- 2.2 The Council recognises the importance of working with the voluntary sector to set the criteria and priorities of grant aid so that it best meets the needs of Nottingham's communities. The sector was invited to contribute to the small grants consultation process held Jan – Feb 2012. In response to this we have made the appropriate adjustments to the process and guidance. Grant priorities reflect those agreed by Area Committees following local consultation.
- 2.3 The recommendations are in line with the Nottingham Plan as well as the government's vision for a "Big Society". They complement both the Council's existing policies and procedures which enable local councillors to make small grants to grassroots community organisations. To help keep the process transparent, the Area

Committee will nominate Area Committee community representatives to support the Councillors in the grant allocation process.

2.4 The size of the Community grants are designed to give local decision makers maximum flexibility in making awards. There is likelihood of funds being oversubscribed. Groups will need to set a realistic budget for their project to avoid the tendency to apply for the maximum amount available, which is a common feature of grant applications. The recent consultation with the voluntary and community sector suggested it would be useful to have upper limits set on the amount of funding available for each Ward, giving the groups realistic guidance and avoiding disappointment. Respondents to the consultation also suggested their preference for two application opportunities per year, to be aligned with May and Sept/ October 2012 Area Committees.

3. OTHER OPTIONS CONSIDERED IN MAKING RECOMMENDATIONS

3.1 *To end grant funding to communities* - This option was dismissed as it is contrary to the national and local priorities to support and engage with the excellent work provided by the voluntary and community sector. Also, a submission received from Nottingham Community and Voluntary Services in June 2011 and feedback from recent consultations show that grant funding is valued by Nottingham's voluntary sector.

3.2 The size of the Community small grant is designed to give local decision makers maximum flexibility in making awards. The level of funding being awarded to a single application could remain open; however there is likelihood of funds being oversubscribed and unrealistic expectation being offered to applicants. Therefore a limit to funding has been agreed of between £1,001 to £20,000 per application.

3.4 The timing of grant rounds was considered. A rolling programme for Community Small Grants dispensed by Area Committees was originally selected in preference to a single grant round or staggered grant round because it provided the community with more opportunity to input over the year. However, in response to the consultation it was identified this could be difficult to administer and organisations who wish to apply later in the year could be disappointed to find all the funding had been allocated. It was felt a two grant round would be preferred.

4. FINANCIAL IMPLICATIONS (INCLUDING VALUE FOR MONEY)

4.1 Community Small Grant Programme £200,000.00 was agreed to be distributed via Area Committees at Executive Board executive subcommittee 16.11.11

4.2 The Community Small Grant Programme will be administered via Single gateway and Neighbourhood Management with reporting mechanism through to Area committee's.

5. RISK MANAGEMENT ISSUES (INCLUDING LEGAL IMPLICATIONS, CRIME AND DISORDER ACT IMPLICATIONS AND EQUALITY AND DIVERSITY IMPLICATIONS)

5.1 The proposals set out in the report raise no significant legal issues. The Council has the power to award grants by virtue of its "well being powers" under s2 Local

Government Act 2000 provided that the necessary criteria are met. Clearly regard will need to be had to these when deciding the merits of any grant application.

5.2 The other legal duties which the Council must have regard to are in relation to Equality Impact which is addressed below and to the effect on crime and disorder of any proposal.

5.3 It is also suggested that as part and parcel of any grant approval clear outputs and outcomes are fully defined and where appropriate fully bolted down through a signed off service level agreement.

6. EQUALITY IMPACT ASSESSMENTS (EIAs)

Has an Equality Impact Assessment been carried out?

Yes – Equality Impact Assessment attached – this was completed as part of the report presented to the Executive Board Commissioning Sub Committee by the Director of Neighbourhoods and Communities Nottingham City Council), November 2011. This was developed to address both the Ward allocated and the City Wide strand of small grants. See Appendix 4

7. LIST OF BACKGROUND PAPERS OTHER THAN PUBLISHED WORKS OR THOSE DISCLOSING CONFIDENTIAL OR EXEMPT INFORMATION

NONE

8. PUBLISHED DOCUMENTS REFERRED TO IN COMPILING THIS REPORT

8.1 Report to the Executive Board Commissioning Sub Committee by the Director of Neighbourhoods and Communities Nottingham City Council, November 2011.

<http://open.nottinghamcity.gov.uk/comm/download3.asp?dltype=inline&filename=49535/GrantAidforCommunitiesNov2011.pdf>

Appendix 1

Allocation to Area Committees by index of need.

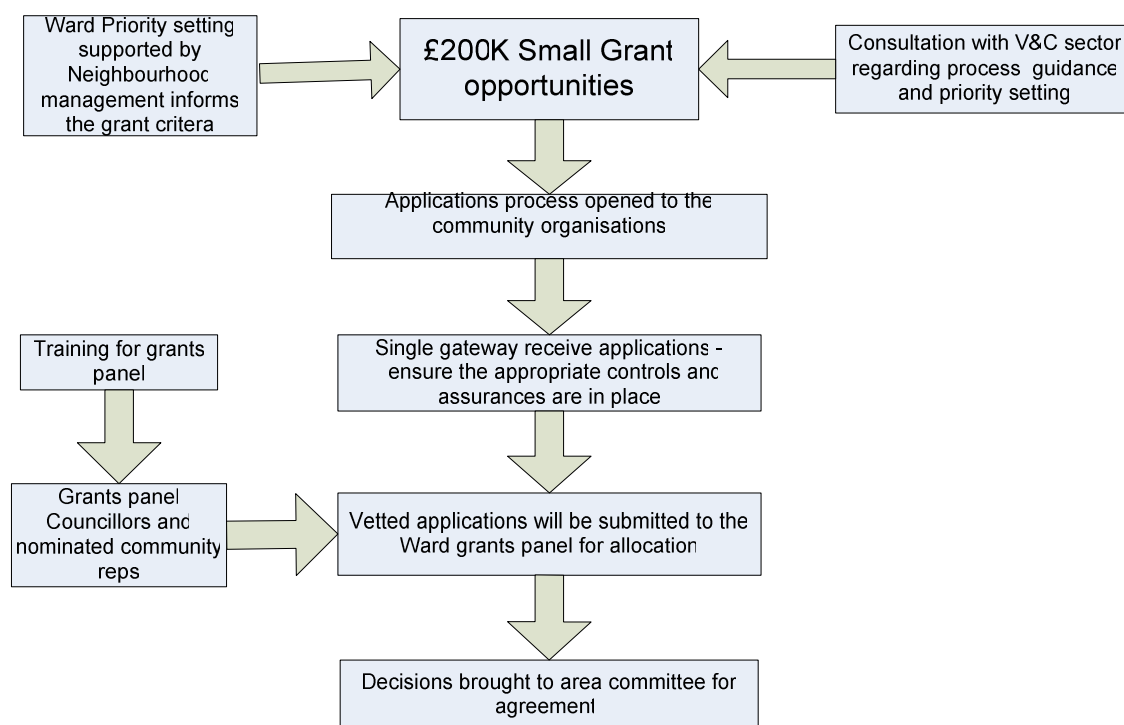
The £200,000 will be distributed based on need using the Indicators of Multiple Deprivation (IMD), a nationally compiled set of data, which cover a range of social, economic and housing issues into a score for each small area of the country.

Area	Ward	Average weighted score	Community Grants £ / ward	Community Grants £ / Area Committee
1	Bulwell	48.7	14,507	22,490
	Bulwell Forest	26.8	7,983	
2	Basford	35.4	10,545	23,384
	Bestwood	43.1	12,839	
3	Aspley	55.4	16,503	37,950
	Bilborough	46.7	13,911	
	Leen Valley	25.3	7,536	
4	Arboretum	40.6	12,095	26,095
	Dunkirk and Lenton	21.8	6,493	
	Radford & Park	25.2	7,507	
5	Berridge	31.7	9,443	17,814
	Sherwood	28.1	8,371	
6	Dales	36.7	10,932	35,121
	Mapperley	31.5	9,384	
	St Anns	49.7	14,805	
7	Wollaton East & Lenton Abbey	14.4	4,289	7,714
	Wollaton West	11.5	3,425	
8	Bridge	37.7	11,231	29,432
	Clifton North	26.9	8,013	
	Clifton South	34.2	10,188	
			Total	£200,000

Average weighted score shows the percentage of deprivation of each ward in Nottingham as scored by the IMD when compared with national figures. The higher the score, the greater the level of deprivation.

Community Grants - £ / Area Committees shows the amount given to each of the Area Committees to be allocated from Community Grants.

Appendix 2. The process of Grant applications and time lines for implementation.



Small Grants Time Line

Date	Activity
Nov 16 th	Small grants funding stream agreed at Executive sub committee
Jan 16 th – Feb 24 th 2012	Consultation on Small Grant programme to be completed in line with the guidance from overview and scrutiny (Nov 2011) , Compact and Best Value Guidance.
April - May 8th	Open the grant round for applications.
May / June	Chairs briefing in prep for Area Committees
May / June	Area committees to discuss small grants process and conform grant panel reps and delegated authority
May / June	Training for Community reps and Cllrs re funding panel responsibilities.
June 13 th	Grants panels to be held and small grants allocated
June / July 2012	Review process and adjust . Agree time line and funding limits for the second round of grants.
End of June	Inform applicants of the outcome
Sept 2012	Announce grant allocation at area committees

Appendix 3. General Guidance for Applicants

(DRAFT to be confirmed at the closure of the consultation period)

1. Small Grants (Area Committees)

£200,000 will be allocated on a needs index basis through the eight area committees that will operate across the city in 2012/13. It is proposed that in all cases, funding for these grants is allocated to frontline delivery organisations. This will ensure that decisions are locally owned and reflect local needs. Priorities will be based on evidence of community need and consultation undertaken by these bodies. Thus, local people will be able to have a say in where funding is spent in their area. It is imperative that the Council and voluntary sector work together to set the criteria and priorities of small grants so that they best meet the needs of Nottingham's communities.

Grants of £1,001 to £20,000 will be available on a rolling programme that sits within the scheduled bi-monthly meetings of the committees. Committees will have the option to place a ceiling on the amount anyone organisation can apply for in any single funding period. Lessons learned from earlier grant making via area committees will be used to devise a streamlined process, in conjunction with the Area Committee Chairs and Area Managers, to ensure that the new grant scheme is fair, robust and transparent, whilst minimising the time and paperwork required.

If a group is seeking funding for less than £1,000 from the Council they may approach their Ward Councillors to see if support is available from their Councillor's Allocation.

2. Eligible organisation and groups

All voluntary and community sector groups that are eligible under the Council's standard terms and conditions of grant aid are able to apply for grants. See Appendix 3 below. These were developed in consultation with the voluntary and community sector.

3. Purpose of grants

Grants enabling an organisation "to be" may contribute to core organisational or running costs. Organisations will need to demonstrate how this will enable them to lever in or generate other funding so they can carry out their activities. Grants may also be used as a contingency, for instance, to bridge a gap between one funding stream ending and another commencing or as a resource to help the group develop a complex funding bid.

Grants enabling an organisation "to do" will support the development of new activity. Organisations will have to demonstrate there is a need for this new activity and that the grant will support the project in gaining external funding, generating income or enable the organisation to build its capacity. This is often referred to as "pump-priming" or "seed corn" funding. Applications for the continuation of existing activities are unlikely to be supported without clear evidence of future sustainability.

4. Principles and Process

The grant making process managed by the Communities Grant Team will ensure the appropriate controls and assurances for councillors, and will work with them to create a streamlined process in proportion to the size of the grant that can be then implemented across all areas of the City. Information should be easily available on the Council's website, including details on the assessment process.

There is a further move towards grants being outcome focused rather than output focused. This approach can help to improve service delivery by focusing on the changes that it

brings about and gives a greater understanding of the value of an activity. The voluntary and community sector has itself requested a simplified and transparent process that is Compact compliant and adheres to best practice. This would see a process that provided a clear rationale for all funding decisions, ensuring transparency. The sector has also recommended a “true” single point of contact for advice and information about grants and other voluntary sector issues. Finally the sector recognises that no group should have an automatic right to grant aid.

Louise Graham
Programme Manager – Resources
27 October 20

Appendix 4. Equality Impact Assessment

Name and brief description of proposal / policy / service being assessed

Proposal: New Small Grant Programme for Communities

It is proposed that a new small grant programme be set up with revenue funding of £250,000 per year which will be available to local voluntary and community groups starting in the new financial year 2012/13. This grant programme, if approved, will complement other arrangements for supporting the Voluntary and Community Sector which will be provided through commissioning.

The aim of the small grant programme is to narrow the gap between more deprived areas of the City, marginalised communities and the least deprived, more affluent areas and communities.

The establishment of the small grant programme will also support the Nottingham Plan, the Council Plan and also the government's vision for a big society by actively supporting grassroots community programmes.

The purpose of this EIA is to assess whether the small grants scheme is inclusive ensuring that groups from different sections of the community find the grants process accessible.

This EIA recommends that the final proposals for the small grant programme, if approved, will take into account feedback and suggestions received during consultation on the new small grants scheme.

Appendix 2 of the Executive Board Report (attached) outlines the details of the small grant programme and the three schemes which make up this programme. There is a broad assessment of the potential adverse impact of the changes to the grants process.

Information used to analyse the effects on equality

In late 2010 an EIA was carried out for VSIP (three year grant aid) provision. This review recognised that smaller grassroots voluntary and community groups would potentially experience a negative impact in terms of funding. The introduction of the small grant programme aims to mitigate this potential impact by ensuring that grassroots voluntary and community groups can access funding which can help in leveraging further additional funds from other sources. This will support them to carry out their functions and at the same time build trust between the local authority and community groups.

Since the 2001 Census there had been some significant change to the local communities. For example; "Black African" has quadrupled from a low base (1281 to 5400). This may partly be due to migration, partly to natural increase as a young population. "Chinese" has trebled from a low base (1715 to 5200) This may be partly due to the increase in Chinese students at the universities. Individuals under the "Other White"

have almost doubled (6680 to 10,200) which is likely to be mostly due to immigration from Eastern Europe. "Other" has trebled from a low base. (1256 to 4800) which may include migrants from Arab/Middle Eastern countries. The category "Indian" has doubled (6,096 to 13,700). It is likely that these figures will increase further once data is available from the 2011 census.

The Equality and Community Relations Team support a number of new and emerging community groups. These groups require considerable input in applying for grants and accessing information to establish themselves in order to provide support and assistance to their communities. It is recognised that such groups may need additional support and assistance in accessing the grants process. Details of this support are outlined below however it must be noted that the support afforded to groups in the future will be constrained by budget reductions and may therefore need to focus on the much smaller less established groups such as the Somalian Women's Group who are not experienced in applications, have language barriers and lack confidence as a result.

This EIA shows that there will be a positive impact from the introduction of a small grants programme in the context of funding changes to the commissioning of services. However there is a small risk if the process itself is inaccessible to the smaller grassroots groups. The actions outlined below therefore aim to mitigate this risk.

	Could particularly benefit (X)	May adversely impact (X)	How different groups could be affected: Summary of impacts	Details of actions to reduce negative or increase positive impact (or why action not possible)
People from different ethnic groups	<input checked="" type="checkbox"/>	<input type="checkbox"/>	A number of the organisations who may experience a reduction in their funding are "of or for" Black and Minority Ethnic (BME) communities and provide services, which specifically target vulnerable people within their communities.	Subject to approval, the small grant programme will be fully consulted upon prior to being finalised. This work will be led by the Grants Team and supported by colleagues within Neighbourhood Management, Community Cohesion and Equality and Diversity. The consultation will include:
Men, women (including maternity/pregnancy impact), transgender people	<input checked="" type="checkbox"/>	<input type="checkbox"/>		<ul style="list-style-type: none"> Asking groups about the accessibility of the literature promoting the small grants scheme as well as the application forms
Disabled people or carers	<input checked="" type="checkbox"/>	<input type="checkbox"/>		<ul style="list-style-type: none"> The eligibility criteria Support for completion of
People from different faith groups	<input checked="" type="checkbox"/>	<input type="checkbox"/>	A number of services also have relatively high proportions of female clients including female lone parents. Some of the provision is provided to support specific needs of women such as women experiencing Domestic Violence. Services provided by the voluntary and community sector for women suffering domestic violence may already have been adversely affected by unavoidable reductions to Area	
Lesbian, gay or bisexual people	<input checked="" type="checkbox"/>	<input type="checkbox"/>		
Older or younger people	<input checked="" type="checkbox"/>	<input type="checkbox"/>		
Other (e.g. marriage/civil partnership, looked after children, cohesion/good relations, vulnerable children/adults)	<input checked="" type="checkbox"/>	<input type="checkbox"/>		

	<p>Based Grants (ABG) and Supporting People funds</p> <p>This also extends to disability since members/users of the affected organisations include relatively high proportions of people with mental health conditions and/or learning difficulties. Changes to the support arrangements as part of the AGB grants may also have had a disproportionate effect on disabled people, for example where the organisations workers or volunteers have developed familiarity with an individual's needs, or where changes or reduced levels of support result in deterioration to an individual health or aggravation of existing conditions.</p> <p>At least one organisation provides services specifically based on faith (Muslim Community Organisation) and a reduction in available grants is likely to have an adverse affect on the delivery of their activities/initiatives.</p> <p>At least one organisation provides services for lesbian, gay or bisexual (LGB) service users who might be particularly affected if the proposals are not implemented resulting in increased risk of lack of support available in the local area.</p> <p>A number of organisations have relatively high proportions of older members/ service users. Some of the provision is provided to meet specific needs of older people such as activities</p>	<p>grants forms</p> <ul style="list-style-type: none"> • The assessment process. • Feedback if unsuccessful • Criteria and priorities <p>The small grant programme will target new and emerging communities and groups identified in the data above to ensure they have an opportunity to apply for a grant. Specific support for the small groups will be offered by Project Offers subject to capacity</p> <p>Once finalised the small grant programme will also be publicised widely through established links with groups, community development officers, neighbourhood action officers, other Council officers working directly with voluntary and community organisations and groups, NCVS newsletter, internet and mail outs to ensure a wide take up by the smaller less established community/voluntary groups.</p>
--	---	--

			<p>for older people. Services provided by the voluntary and community sector for older people have already been affected by unavoidable reductions to Area Based Grants and Supporting People funds</p>	
<p>Outcome(s) of equality impact assessment:</p>				
<p>No major change needed <input checked="" type="checkbox"/> Adjust the policy/proposal <input type="checkbox"/> Adverse impact but continue <input type="checkbox"/> Stop and remove the policy/proposal <input type="checkbox"/></p>				
<p>Arrangements for future monitoring of equality impact of this proposal / policy / service: This assessment may be reviewed in light of the consultation with the community/voluntary groups and the findings from that work</p>				
<p>Approved by (manager signature): Trish Gilby</p>			<p>Date sent to equality team for publishing: Send document or link to equalityanddiversityteam@nottinghamcity.gov.uk</p>	

