



Sussex Police Authority

SAFER NEIGHBOURHOODS GRANTS SCHEME

1 APRIL 2010 – 31ST MARCH 2011

Application Form (E-mail version)

CRITERIA

Sussex Police Authority has allocated funding to provide financial help to community projects in Sussex that directly aim to reduce crime and/or to address the fear of crime. To assist you in completing an application form, please consider the criteria below first.

<i>The Safer Neighbourhoods Grants Scheme is LIKELY to support projects/initiatives:</i>	<i>The Safer Neighbourhoods Grants Scheme is LESS LIKELY to support projects/initiatives:</i>
That actively reduce the fear of crime.	That have previously been funded by SNGS.
That help prevent crime.	That have already received funding from Sussex Police's Police Property Act Fund (PPAF).
That help increase crime detection.	That are general youth provision and/or social activities.
That address specific crime issues and young people - such as planned diversion away from crime/substance misuse and/or anti-social behaviour.	That have not applied for funds from other sources or provided a contribution in kind (match-funding).
That actively improve safety for vulnerable people.	Where the application requires ongoing funding (such as staffing costs) and none has been identified. This condition is to ensure that the continuance of the project is not dependent on Police Authority funding, which cannot

	be guaranteed.
That reduce the risk of people becoming involved in crime and/or aiding social inclusion.	That are made on behalf of commercial and profit-making organisations.
That have already secured funding from other sources (including in-kind contribution).	Which are a statutory duty of others (e.g. core activity, such as street lighting).
Where the local Neighbourhood Policing Team are involved with the application.	

SAFER NEIGHBOURHOOD GRANTS SCHEME

TERMS AND CONDITIONS

Grant recipients will be expected to operate in accordance with the following terms and conditions for acceptance of funding and any further conditions which may from time to time be published:

General Terms

- 1.1** The maximum amount that can be allocated per project is £2,500.
- 1.2** Whenever publicity is sought by or about your project, the assistance of Sussex Police Authority is acknowledged and where there is an opportunity to Police Authority members to attend openings or related events, that this information is passed to Emma Welfare at the Authority.
- 1.3** That the Authority be given the opportunity to display its logo (supplied by request) prominently on all literature developed for use by the project and on any publicity documents.
- 1.4** The Authority must be informed immediately if there is any prospect of significant delay or reasons why the project may not proceed as planned. On request you must provide the Authority with a progress report or other such financial information as may be required.
- 1.5** Should the project cease at any time, or at its completion, any equipment or property purchased with Authority funds, should only be disposed of in accordance with the directions agreed by the Authority.
- 1.6** The Authority has particular obligations under Section 17 of the Crime and Disorder Act 1998 and Section 71 of the amended Race Relations Act 1976. In relation to the latter, by accepting grants from the Authority, the recipient body

agrees to carry out their functions with due regard to the need to eliminate unlawful discrimination and to promote and celebrate diversity.

- 1.7 If relevant, those people working with children and/or vulnerable adults must have the appropriate CRB checks or be a member of the Independent Safeguarding Authority Scheme.

Financial terms

- 2.1 Funds provided by the Authority must be spent in accordance with the terms as agreed at the time of the grant. Any proposed changes must be approved by the Authority. The grant from the Authority must be spent by 31 March 2011 and if required to do so, confirmation of this will be requested in writing.
- 2.2 Where there is a residue of funding after expenditure on agreed items, this must be returned to the Authority as soon as possible. If, for any reason, the awarded grant is not spent by 31 March 2011, it must be returned to the Authority.
- 2.3 The grant cheque must be paid into an account with two signatories and written confirmation provided that this has been done giving details of the bank and the branch at which the account is held together with the account number. The Authority will supply a form for this purpose.
- 2.4 A copy of the accounts (statement of income and expenditure) for the relevant financial year must be provided.

Additional Information

3. The Authority reserves the right to refuse any application. The local police Authority member and Police District Commander will consider and assess the application and you will be notified of the outcome in due course (usually within one month of receipt of the application form).

Evaluation

4. In order to monitor the outcome of projects, all successful applicants will be required to provide an evaluation of the project upon its completion.

Updated 1 April 2010

SAFER NEIGHBOURHOOD GRANTS SCHEME APPLICATION FORM

Your details

Project Manager	
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Name of Project	
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Name and address of organisation	
Postcode	

Email address	
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Telephone number	
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Project website address (if applicable)	
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1. Your project

a) Has your project <input type="checkbox"/> or organisation <input type="checkbox"/> (please select as appropriate) been previously funded by the Safer Neighbourhood Grants Scheme?	Yes <input type="checkbox"/>	No <input type="checkbox"/>
b) If you selected 'yes' above, please provide the SNGS reference number, and explain how this project differs from the previous one.		

c) Does your project address crime issues?	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>
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d) If so, please select the type of crime (if appropriate, please select more than one)	Anti-Social Behaviour <input type="checkbox"/> Environmental crime <input type="checkbox"/> Road safety <input type="checkbox"/> Alcohol/Drugs <input type="checkbox"/> Violent crime <input type="checkbox"/> Fear of crime <input type="checkbox"/> Hate crime <input type="checkbox"/> Burglary <input type="checkbox"/> Other (please specify) <input type="checkbox"/>
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e) Why is there a need for your project?	
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f) Can you give a brief description of your project?	
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g) How specifically does the project address the issues identified in question e)?	
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h) Who will your project particularly benefit?	
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i) In which policing	Adur <input type="checkbox"/> Lewes <input type="checkbox"/>	Chichester <input type="checkbox"/>
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district(s) will your project be delivered?	Arun <input type="checkbox"/> Mid Sussex <input type="checkbox"/> Brighton & Hove <input type="checkbox"/> Rother <input type="checkbox"/> Hastings <input type="checkbox"/> Horsham <input type="checkbox"/> Sussex-wide <input type="checkbox"/>	Crawley <input type="checkbox"/> Eastbourne <input type="checkbox"/> Wealden <input type="checkbox"/> Worthing <input type="checkbox"/>
j) Please specify in which village(s) or town(s)		

k) Intended start date of project/initiative		Intended finish date of project/initiative	
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l) How will you evaluate the success of your project?			
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2. Finance

NB: please read the criteria carefully on the conditions of funding

a) What amount of funding are you seeking from the Safer Neighbourhoods Grants Scheme? (max £2,500)	
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b) If your application is successful, to which organisation are cheques payable?	
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c) Please detail below how much funding you have sought from other sources and money already committed. Please provide documentation confirming approval of this funding.

Funding Source/Organisation	Amount applied for	Amount awarded (cash)	In kind contribution
	£	£	£
	£	£	£
	£	£	£

d) Please provide below a breakdown of how you will spend any award from the Safer Neighbourhoods Grants Scheme.

Item (e.g. equipment, rent etc.)	Breakdown of cost
	£
	£
	£
	£

3. Statement of Applicant

I confirm that the information on this application form is correct. If a grant is awarded from Sussex Police Authority, it will be used as detailed in the form and according to any conditions specified. I confirm that I have read, understood and agree to the terms and conditions stated on the front page of this form

Name	Electronic signature	Date
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Please return completed application form by e-mail to emma.welfare@sussexpa.gov.uk

If you prefer to complete the application by hand, there is another version of the form available. Please contact Emma Welfare on 01273 481895 to obtain this version, which you can return by post.