



## Belfast City Council

<b>Report to:</b>	Development Committee
<b>Subject:</b>	Titanic Community Engagement: Community Chest grant support
<b>Date:</b>	February 2012
<b>Reporting Officer:</b>	John McGrillen Director of Development ext 3470
<b>Contact Officer:</b>	Catherine Taggart, Community Services Manager ext 3525

<b>1</b>	<b>Relevant Background Information</b>
1.1	The purpose of this report is to seek approval to open a further tranche of funding under the Community Chest grant stream to encourage and support small scale local community activity as a key component of the Titanic Engagement programme.
1.2	Council is aware that within the broader Community Services grant programme, the service has traditionally had at its disposal the discretion to subsidise specific community activity such as, for example, responding to European 'themed' years or local/international events or Seasonal Celebrations, particularly at Christmas etc. The nature of the activities that will be funded will be decided, at any specific time, by the priorities of the Council. However, the emphasis will be on community activities which promote a sense of community spirit and involvement and it is anticipated, that most of the cost of this type of activity should be met through local fund raising, donations or sponsorship.
1.3	To date £36,057 has been committed to 194 projects in support of seasonal activity at Easter and Christmas 2011. A further £13,790 is available for allocation in 2011/12.
1.4	Applications for such funding will frequently be confined to groups currently in receipt of community development grant aid (this would include those in receipt of Summer Scheme funding). Limits are set on the total amount of funding available and on the amount of funding available to individual groups and applicants are required to submit a Community Chest application form. The assessment process and subsequent funding administration is resourced by the Community Services staff team.

<b>2</b>	<b>Key Issues</b>
2.1	A key objective of our Titanic Community Engagement Plan is to work through and with key structures within local communities to promote Titanic. The availability of uncommitted funds within the community chest grant stream offers a further opportunity to support local community groups to participate in the sense of celebration and/or commemoration related to the Titanic theme by offering access to small grant support.
2.2	If approved, this would complement the planned service activity programme in BCC Community Centres, for example, tea dances, after school programmes, film screenings, etc.
2.3	It is therefore proposed that we open the Community Chest funding stream for themed community activity which should take place during late March and throughout April 2012. This tranche would also utilise any identified under spend in the 2011/12 grant budget allowing us to fully draw down the DSD committed funds under the Community Support Plan contract 2011/12. To ensure we have adequate funds, and to accommodate activity in April, officers suggest that up to £10,000 of the community chest allocation for 2012/13 is made available.
2.4	Any approved allocation would be managed in line with the Community Chest process whereby there is no open call for application: rather correspondence is issued to all current grant recipients advising them of the opportunity to access small grant support up to the maximum limit.
2.5	Correspondence would include a short pro-forma application with details of eligible activity and indicate priority will be given to programmes where the emphasis is on community activities which promote a sense of community spirit and involvement. It will also include details of any related monitoring requirements which would be designed commensurate to the level of grant support.

<b>3</b>	<b>Resource Implications</b>
3.1	From agreed grant budget stream 2011/12. In line with previous practice, officers would suggest an upper allocation limit of £20,000 based on a maximum grant of £200.
3.2	The budget will utilise the identified under spend in the Community Service Grant Programme 2011/12 budget. If this is insufficient, the balance may be met from the agreed 2012/13 community chest allocation (up to a maximum of £10,000).
3.3	DSD have not yet advised councils of the level of funding under their Community Support Programme for 2012/13. The draft BCC Community Service Grant Aid Programme 2012/13 has been developed to reflect current support levels and the BCC grant match has been included in the revenue estimates for the Service.
3.4	Staff resources would be allocated from within existing teams.

<b>4</b>	<b>Equality and Good Relations Considerations</b>
4.1	Any available resource will be open to organisations across the city.

<b>5</b>	<b>Recommendations</b>
5.1	<p>Committee are asked to</p> <ul style="list-style-type: none"> <li>i. Support the use of a further tranche of the Community Chest grant stream to subsidize specifically themed local community activity aligned to the Titanic Engagement Programme during March and April 2012.</li> <li>ii. Agree an upper allocation limit of £20,000 based on a maximum individual grant of £200.</li> <li>iii. Note that application approvals and related payments will be authorised by the Director of Development in accordance with the authority delegated to him.</li> </ul>

<b>6</b>	<b>Decision Tracking</b>
Catherine Taggart will action committee decision March / April 2012	

<b>7</b>	<b>Key to Abbreviations</b>

<b>8</b>	<b>Documents Attached</b>
Appendix 1 Guidelines for Applicants	

## Appendix 1: Draft Guidelines

1. The funding made available should be on the basis that the celebration activity should be seen as an inclusive occasion and should be accessible to all who wish to celebrate.
2. The funding is for small-scale local community events or activities to support the Titanic Community Engagement Programme.
3. Any proposal must represent value for money.
4. Groups receiving funding must:
  - be non-profit making organisations/groups;
  - enclose copies of their valid Constitution or set of rules;
  - have a bank or building society account, in the name of the group, which requires at least two (unrelated) signatures on each cheque or withdrawal;
  - enclose copies of the most recent annual accounts or formal statements of income and expenditure. These must be audited or signed as approved by an office bearer;
  - enclose a copy of their child protection policy and follow our child-protection guidelines if working with children and young people;
  - make sure that the project has enough insurance cover (we are not responsible for providing insurance for or claims which arise from grant-aided projects); and
  - provide a budget report outlining expenditure, plus a short report on how the funding has been used and applied to the work of the group.
5. Events or projects should be organised in the months of March and/or April 2012.
6. Grant aid will not be available for activities which are party-political in intention, use or presentation.
7. Travel costs will not be available for projects outside Ireland or the United Kingdom.