

**WINCHESTER CITY COUNCIL – COMMUNITY SERVICES DEPARTMENT****COMMUNITY GRANTS****POLICIES AND CRITERIA FOR CAPITAL GRANT AID 2004/2005****General Comments**

The Council has a duty to ensure that the resources available for grant aid are allocated on the basis of need, as determined against agreed criteria, and that all applications are treated in a fair and equitable manner. This helps to ensure that the giving of grant aid is transparent, accountable and directly related to the declared policies of the City Council.

**Strategic Relevance**

Capital grants will only be awarded to schemes that fall into one or more of the Council's key priority areas. Potential applicants are strongly advised to discuss their schemes with the Partnership & External Funding Officer in the first instance.

**Emergency Grant Aid**

In the case of an emergency situation involving the closure of a building, e.g. complete breakdown of central heating boiler, storm damage to roof etc., the Council may be able to consider a grant application outside the normal timetable.

**Equal Opportunities**

In support of the City Council's Equal Opportunities Policy, groups and organisations which are actively working towards achieving equality of opportunity for all sections of the community will merit priority attention. The application process requires all groups and organisations to supply copies of their Equal Opportunities Policies and details of how they are applied.

Any organisation seeking support from the City Council for improvements to a community building will have to demonstrate that it provides a range of activities within its programme or booking policy to meet a wide spectrum of community need.

**Environmental Sustainability**

Where appropriate, the Council will expect any specification of materials, construction or landscaping works and management of buildings, to take into account the principles of environmental sustainability.

**Reserves**

Organisations with significant financial reserves will not be eligible for funding, unless the excess reserves can be clearly identified as designated or restricted funding for specific projects.

### **Scope of Scheme**

1. The scheme does not deal with grants of a statutory nature such as renovation grants, historic building grants or environmental improvement grants, which are administered by Health and Housing and Development Services. However it may be able to support specific elements of projects that fall outside the eligibility criteria for these schemes.
2. Parish Council projects that are eligible for assistance from either the Open Space Funding System or the Environmental Improvement Schemes which are administered by Development Services, and for which funding is available from these sources, are not eligible to apply for further Council funding from this scheme.
3. Buildings managed by Parish Councils are not eligible for assistance under this scheme.
4. The scheme is unable to assist capital grant projects from church groups and religious organisations, unless the premises in question will have substantial community use in addition to any church activities and the Council is satisfied that the arrangements for community use are properly safe-guarded and in accordance with charitable objects and/or other constitutional documents of the applicant. The type of arrangements, which would be regarded as necessary, might include the establishment of a management committee or sub-committee with user representatives, formal booking arrangements and some form of formal policy declaration.
5. Capital grants for community buildings will only be awarded to **registered charities**. New groups that have not yet achieved full registration must be able to demonstrate they are working towards achieving charitable status. In the case of churches and other religious buildings please see 4 above. Only those buildings that are open for use by all members of the community, particularly children and young people, and which are managed by voluntary committees using approved constitutions, will be eligible for grant aid.
6. Requests for capital grant assistance from uniformed groups (e.g. scouts, guides etc.) will only be considered where the facilities in question are shared with other community groups.
7. Any request for additional facilities will require a clear justification of unmet local need, and an assessment of the impact of an additional facility on the viability of existing ones.
8. Schemes costing under £5,000 will not be eligible for consideration under this scheme and should be discussed with the Partnership & External Funding Officer in relation to the City Council's Community Chest and other funding opportunities.
9. Any parish based scheme will require a level of financial support from the local Parish Council (i.e. via the precept) in order to be eligible for consideration. See 'Grant Conditions' for full details of percentage contributions.
10. Replacement items of furniture, and routine redecoration etc. are revenue costs that are not eligible for assistance under this scheme. However, the purchase of major items of specialist equipment (e.g. staging, lighting, sound equipment etc.) or the first purchase of equipment for a new facility, to increase community use of the building is eligible for consideration.

11. In order to assist voluntary organisations apply for funds from other sources, the City Council may support the cost of feasibility studies, subject to partnership support from the local parish council (where relevant).

### **General Eligibility Criteria**

The following criteria are relevant to all applications:

- Grants will only be awarded to groups and organisations whose activities are of direct benefit to the residents of the Winchester District. Primary consideration will be given to groups, organisations and buildings based in the Winchester District.
- Individuals are not eligible for assistance under this scheme.
- Retrospective applications will not be considered – i.e. where a group or organisation has entered into any form of commitment in respect of the project prior to application.
- Applications should be made on the official application form and submitted by the agreed deadline.
- Commercial organisations are not eligible to apply for assistance.
- Every group and organisation should have a constitution that is acceptable to the City Council.
- Applicants should make every attempt to raise funds from other relevant grant aiding organisations. However, this in itself will not automatically release funding from the City Council.
- Each applicant must be able to demonstrate security of tenure commensurate with the assistance being sought.

### **Policy Priorities for 2004/2005**

- Schemes that aim to improve the accessibility and facilities of community buildings for people with disabilities, in order to comply with the requirements of the Disability Discrimination Act.
- Projects that aim to promote social inclusion, or help alleviate problems related to poverty, isolation and deprivation, particularly in areas of disadvantage or special need.
- Projects that aim to provide an increased range of facilities, particularly for young people.
- Urgent structural or remedial work to preserve and protect the fabric of community buildings.
- Schemes that aim to provide an increased range of cultural and leisure facilities, particularly where a shortfall in provision has been identified.