

## HAMPSHIRE COUNTY COUNCIL

### Decision Report

<b>Decision Maker:</b>	Executive Member for Culture, Recreation and Countryside
<b>Date:</b>	25 September 2013
<b>Title:</b>	Grant Funding for Culture and Community Organisations 2013/14
<b>Reference:</b>	5120
<b>Report From:</b>	Director of Culture, Communities and Business Services

**Contact name:** Nicola Horsey  
Rebecca Baumber

**Tel:** 01962 845423                      **Email:** Nicola.horsey@hants.gov.uk  
01962 847813                              Rebecca.baumber@hants.gov.uk

#### 1. Executive Summary

- 1.1 The primary purpose of this report is to seek approval from the Executive Member for Culture, Recreation and Countryside for £85,490 from the Community Buildings Capital Fund.
- 1.2 This report provides details of the financial position of the Community Buildings Capital Fund in 2013/14 and details requests for partnership funding from this fund.
- 1.3 This report also considers two applications, one for the Organisational Change Fund 2013 - 2014, and one for the Culture and Community Activity Grant 2013 - 2014. It recommends the Executive Member does not approve these applications.

#### 2. Summary of grants:

##### 2.1 Community Buildings Capital Fund

Hall/ Centre	District	£
Burley Parish Hall	New Forest	300
Colden Common Community Association	Winchester	11,055
Crofton Community Association	Fareham	5,526

<b>Organisation</b>	<b>District</b>	<b>£</b>
East Boldre School Fields Trust	New Forest	1,875
Kingsclere Village Club	Basingstoke	1,000
Lee on the Solent Community Association	Gosport	Defer/delegate
Lyndhurst and District Community Association	New Forest	24,900
The Milford Millennium Hall and Community Centre	New Forest	5,225
Pamber Heath Memorial Hall Management Committee	Basingstoke	6,000
Privett Village Hall	East Hampshire	25,000
St James, Bramley	Basingstoke	0
St Stephens Village Hall	Basingstoke	Defer/delegate
The Colonel Jenkins Memorial Hall	Test Valley	10,135
<b>TOTAL</b>		<b>£91,016</b>

## 2.2 Organisational Change Fund

<b>Organisation</b>	<b>District</b>	<b>£</b>
Performing Arts Company	Eastleigh	0

## 2.3 Culture and Community Activity Grants

<b>Organisation</b>	<b>District</b>	<b>£</b>
Even Keel	Havant	0

## 3. Community Buildings Capital Fund grant scheme

3.1 The County Council works in partnership with specific community organisations, particularly Community Associations and Village Hall Trusts which seek to enable local people to meet the recreational, educational, social, cultural and environmental needs of their local communities. These organisations give local people an opportunity to participate in local activities and encourage local initiatives by people of all ages.

3.2 Partnership funding from the Community Buildings Capital Fund enables the voluntary and community sector to maintain the quality of Hampshire's village halls and Community Association buildings. This finance enables improvements to be made to those buildings and can assist with the development of new facilities where appropriate. The provision of these buildings by the voluntary and community sector enable local communities to access the services and facilities they need.

- 3.3 By providing financial support to these organisations for the maintenance of their buildings the County Council is able to work in partnership with the community sector to achieve the Corporate Priority – Enhancing our Quality of Place.
- 3.4 An additional £1,000,000 has been added to this funding stream spread across 2013/14 and 2014/15. This has led to a review of the criteria, application process and levels of funding available to each organisation with the result that Hampshire County Council will now normally fund up to a maximum of 50% of the total project costs, not exceeding a maximum grant of £25,000. (See Appendix 1 for full details of the scheme).
- 3.5 Details of all the applications to this grant stream are set out in Appendix 2.

#### **4. Organisational Change Fund**

- 4.1 The Organisational Change Fund supports specific, time-limited projects for organisations to achieve efficiencies and reduce on-going dependency on grant funding.
- 4.2 The fund will also support a reasonable approach to disinvesting from organisations that are currently funded, but are not considered to be priorities for the future. The fund does not support capital projects or capital grants for equipment. (See Appendix 3 for full details of the scheme).
- 4.3 The Performing Arts Company in Hedge End has applied for a grant from this scheme to upgrade its lighting system. The project is not eligible for a grant and it is recommended that the application is not supported. (See Appendix 4).

#### **5. Culture and Community Activity Grant Scheme**

- 5.1 The Culture and Community Activity Grant scheme provides general support to groups and organisations which encourage and provide opportunities for individuals and communities to participate in community-focused, cultural and recreational activities. (See Appendix 5 for full details of this scheme).
- 5.2 On 20 June 2013 the Executive Member for Culture, Recreation and Countryside gave authority to the Director to decide on the grant funding for the organisation Even Keel. This is a registered charity that aims to make sailing available to all, regardless of ability, age, gender or background. The organisation applied to the Culture and Community Activity Grant scheme requesting support for 3-4 six day sailing sessions for disabled people over the summer period.
- 5.3 The organisation was asked to contact the Sports Development Manager, the Water Sports Officer and Disability Development Officer to gain support

in developing their project before a decision was made. The organisation has not done this and the project cannot be retrospectively funded (see Appendix 6).

## **6. Budget Position:**

- 6.1 A sum of £625,000 has been set aside in the 2013/14 capital programme for Culture, Communities and Business Services to support the Community Buildings Capital Fund. If the recommendations in this report, which amount to £91,016 are approved, along with previously approved applications, then £533,984 will remain.
- 6.2 The Organisational Change 2013 – 2014 and Culture and Community Activity grant schemes were closed on the 20 June 2013 by the Executive Member for Culture, Recreation and Countryside. These grant schemes were closed as a result of £6,620 remaining in the budget for these schemes.

## **8. Other Considerations**

### **8.1 Legal Implications**

The Council has wide powers under Section 19 Local Government (Miscellaneous Provisions) Act 1976 to provide recreational facilities and to contribute by way of grant or loan towards expenses incurred by voluntary bodies in providing such facilities.

### **8.2 Impact Assessment**

Organisations applying to this scheme are by their nature defined as accessible to all members of the community. This is embodied within their charitable objects, therefore no groups or organisations should be excluded from any benefit arising from these decisions. Furthermore the application procedure includes equalities monitoring information.

## **9. Recommendations:**

- 9.1 That the Executive Member for Culture, Recreation and Countryside:
- i) Approves grants for £91,016 from the Community Buildings Capital Fund for 2013/14.
  - ii) Does not approve the Performing Arts Company application to the Organisational Change Fund 2013- 2014 as the project is not eligible and the scheme is closed.
  - iii) Does not approve the Culture and Community Activity grant application from Even Keel as the project cannot be retrospectively funded and the organisation has not fulfilled the recommendations set out in Appendix 6.

**CORPORATE OR LEGAL INFORMATION:****Links to the Corporate Strategy**

<b>Hampshire safer and more secure for all:</b>	No
Corporate Improvement plan link number (if appropriate):	
<b>Maximising well-being:</b>	Yes
Corporate Improvement plan link number (if appropriate):	
<b>Enhancing our quality of place:</b>	Yes
Corporate Improvement plan link number (if appropriate):	

**Section 100 D - Local Government Act 1972 - background documents**

The following documents discuss facts or matters on which this report, or an important part of it, is based and have been relied upon to a material extent in the preparation of this report. (NB: the list excludes published works and any documents which disclose exempt or confidential information as defined in the Act.)

**Document****Location**

Applications for financial assistance

Community Support Service  
 Department for Culture, Communities  
 and Business Services  
 Castle Avenue, Winchester

## Community Buildings Capital Fund Criteria

The aim of the programme is to focus primarily on projects which provide improvements that reduce running costs. By way of example at one end of the scale, the provision of a modern central heating boiler could have a significant effect on heating costs. At the other end of the scale would be the merging of two self-standing facilities into one. An example could be the building of an extension onto an existing centre to accommodate the needs of another local group which was previously housed in an old, inadequate building with very high maintenance and heating bills.

The programme is not designed to be over prescriptive and innovative ideas for projects are encouraged.

Hampshire County Council can fund up to a maximum grant of £25,000. Normally we would expect match funding of 50% of the total project costs.

Organisations will not normally be awarded more than one grant per financial year (previously funded projects must be completed before a new application is made).

### **What is funded?**

The Community Buildings Capital Fund supports capital based projects including refurbishment and improvement of Hampshire community centres, village halls and charitable and voluntary organisations (which offer a full and varied open access community programme).

### **What isn't funded?**

The following organisations are not funded under this scheme:

- Parish Councils
- Other local authorities
- Groups and organisations whose main priority is of an individual focus or single use i.e. playgroup, lunch clubs or youth groups
- Uniformed organisations
- School properties
- Sports clubs
- Theatres

The following projects are not funded under this scheme:

- The purchase of land.
- Equipment not directly attributable to the building i.e. we will fund fitted kitchen equipment and sound systems, but would not fund a television or hi-fi system. We will also not fund equipment intended for the use of a separate trading arm or commercial organisation using the premises.
- Capital works that have already been carried out. We cannot retrospectively fund projects, grants are awarded for works to be carried out in the future.

### **Grant criteria and eligibility**

The Community Buildings Capital Fund is open to the following community based organisations who benefit a local community/local communities in Hampshire, improving the quality of life for all, particularly those who are vulnerable or disadvantaged:

- Village halls (not parish-run halls)
- Community associations
- Charitable and voluntary organisations which offer a full and varied open access community programme.

These organisations must be properly constituted with clear and effective local governance and management structures.

Organisations will not normally be eligible for grants where they hold unallocated reserves in excess of one year's running costs. Where it is judged that unallocated reserves are unreasonably in excess of what is required or not allocated for legitimate purposes, those organisations may receive a reduced grant. All charitable organisations are expected to have an agreed reserves policy that addresses their financial risk.

Where appropriate, depending on the grant sum requested, the organisation will be expected to submit supporting documentation. All documentation will be used, alongside the application form, to assess against the grant criteria.

### **Grant criteria**

Capital based projects must fall into one or more of the following categories:

- Building repairs, extensions and refurbishments
- Capital improvements that reduce running costs
- Health and Safety issues
- Equipment that will become a permanent fixture within the building which improves access and/or increases usage (the exception to this are tables, chairs and storage units which will also be funded)
- Capital based feasibility studies.

Organisations need to demonstrate:

- The provision of community programmes/activities from the community building for the benefit of the local community.
- The impact the capital based project will make to the local community, the organisation and wider society (if appropriate).
- The local community have been involved in identifying the need for the project and support it.

Applicants will be expected to have obtained permission from the landlord to undertake the capital work. If required applicants will also be expected to have obtained planning permission and/or listed buildings consent (if appropriate) to carry out the works.

**Community Buildings Capital Fund 2013/14  
Application assessment summary**

Each grant application has been assessed against the Community Buildings Capital Fund criteria (Appendix 1) using a standard template.

**Project funding requests**

Organisation	Project Title	Proposal	Amount Requested	Amount recommended Community Buildings Capital Fund 2013/14
Burley Parish Hall <i>(New Forest)</i>	Energy and security efficiency	<p>The organisation has requested support to install a double glazed window unit in the kitchen area in order to improve energy efficiency and security. The application states this project will benefit 85 local people in addition to the 3,000 people per annum who use the building. Activities facilitated in the hall include film nights, craft fairs and lunches. This organisation has confirmed it is able to make up the funding shortfall for this project.</p> <p>Councillor Mans supports this application and the recommendation.  <b>It is recommended Burley Parish Hall is awarded 50% of the actual project costs up to a maximum of £300, in line with the grant criteria.</b></p>	£600	£300
Colden Common Community Association	The garden and multipurpose rooms project	<p>The organisation has requested support to undertake a range of capital based projects both inside and outside the community centre. The projects include replacing the worn natural grass area currently used by children and older people, with artificial turf and inserting windows into a previous storage room. This will enable more effective use of the space which will be used by local community groups for meetings. This organisation delivers and facilitates a wide range of activities and services for the local community, with 2000 people expected to benefit. Councillor Humby supports this application and believes a large number of people within the local community will benefit.</p> <p><b>It is recommended CCA is awarded 50% of the actual project costs up to a maximum of £11,055, in line with the grant criteria.</b></p>	£11,051	£11,055

Organisation	Project Title	Proposal	Amount Requested	Amount recommended Community Buildings Capital Fund 2013/14
Crofton Community Association <i>(Stubbington, Fareham)</i>	Replacement of the existing central heating system to the Crofton Hall Link Wing.	<p>The organisation request support to replace the existing 20 year old inefficient central heating system to the Crofton Hall Link Wing, a multi function hall. This hall is used by a wide variety of community groups and 1000 people are expected to benefit as a result of the new heating system. The heating system would improve the energy efficiency and save heating costs.</p> <p>The application and supporting documentation provided demonstrates that the organisation has a high level of reserves; however, much of the reserves are allocated to various refurbishment projects.</p> <p><u>Note:</u> At time of application The organisation has only been able to gain two quotations and does not have a business plan.</p> <p>Councillor Wood strongly supports this application. .</p> <p><b>Crofton Community Association is a busy and well managed organisation which re-invests reserves into its building and facilities for the benefit of its users and the local community. In view of the relatively high level of reserves it is recommended that the Association is awarded 25% of the actual project costs up to a maximum of £5,526. It is also recommended that the organisation develops a three year business plan.</b></p>	£11,052	£5,526
East Boldre School Fields Trust <i>(East Boldre, New Forest)</i>	Recladding of the exterior of the hall	<p>The organisation seeks funding to support the recladding of the hall. Due to the hall's age and weathering it is essential it is made fully weatherproof which will extend the life of the building. The hall is used on a regular basis for yoga and keep fit classes (all ages of the community), art classes for adults and children in addition to occasional workshops. This organisation has confirmed it is able to make up the funding shortfall for this project.</p> <p>Councillor Thornber supports this application and the recommendation.</p> <p><b>It is recommended East Boldre School Fields Trust Hall is awarded 50% of the actual project costs up to a maximum of £1,875, in line with the grant criteria. It is also recommended the organisation develop a health and safety policy.</b></p>	£3,750	£1,875

Organisation	Project Title	Proposal	Amount Requested	Amount recommended Community Buildings Capital Fund 2013/14
Kingsclere Village Club <i>(Kingsclere, Basingstoke)</i>  <i>Kingsclere Village Club</i>	Acoustic improvements	The organisation has requested support to improve the sound quality in the new 2011 centre. The hard surfaces inside the hall create acoustic problems affecting many local groups and organisations that use the building. Approximately fifty sound absorbent panels will be installed on the ceiling and walls in a unique design to break up the current sound patterns. The hall is used by a range of local community groups with 600 individuals benefitting from the project. <i>Councillor Chapman was consulted.</i> <b>It is recommended Kingsclere Village Club is awarded up to a maximum of £1,000 (the project shortfall) which is approximately 20% of the actual project.</b>	£1,000	£1,000
Lee on Solent Community Association	Replacement of Roof	The organisation seeks support to replace the existing flat roof with a modern up to date roofing system, upgrade the insulation and repair roof structure, following a survey. Due to the design of the roof water ingress is at times also an issue. The building is also used by a social club, has 1600 members and facilitates a range of activities for the local community including darts, karaoke, pilates and art group. <i>Note:</i> The organisation has only been able to gain two quotations at time of application, currently does not have an energy audit and further financial information is required to undertake a full assessment of the application. <i>Councillor Burgess has been consulted.</i> <b>It is recommended this application is deferred and delegated authority is given to the Director to decide when the organisation has gained a further quote and provided further financial information, in line with the grant criteria. It is also recommended the organisation develops a 3 year business plan.</b>	£25,000	Defer and delegated authority is given to the Director to decide
Lyndhurst and District Community Association	Store room extension	The organisation seeks support to extend the existing storage room within the community centre with external access. The whole area will be re-roofed as the current roof is in need of replacement. This project will enable the organisation to increase usable meeting space within the centre as currently some meeting room spaces are being used to store equipment. The organisation delivers and facilitates	£24,900	£24,900

Organisation	Project Title	Proposal	Amount Requested	Amount recommended Community Buildings Capital Fund 2013/14
<i>Lyndhurst and District Community Association</i>		<p>a wide range of activities and services for the local community with 3,500 people expected to benefit from this project. The planning application is currently in the consultation period.</p> <p>Councillor Mans supports this application and the recommendation.</p> <p><b>It is recommended Lyndhurst and District Community Association is awarded 50% of the actual project costs up to a maximum of £24,900 on the condition that the organisation is awarded planning consent from the National Park Authority.</b></p>		
The Milford Millennium Hall and Community Centre	Cladding, refurbishment of toilets, flooring, storage	<p>The organisation seeks support for a range of projects primarily in relation to the studio building. The studio building forms an annex to the main building and is used by a variety of groups from the local community. The project includes the recladding of the outside, new toilets, new flooring, new steps to access the stage, waterproofing of the current storage container and a further storage container to improve useable space within the facility. 40,000 people use the organisation's facilities every year. This organisation has confirmed it is able to make up the funding shortfall for this project.</p> <p><u>Note:</u> Organisation was awarded £1,000 by Cllr Rice on 15 February 2013 to support improvements to exercise studio, which included toilet refurbishment. Councillor Rice has been consulted.</p> <p><b>It is recommended The Milford Millennium Hall and Community Centre is awarded 50% of the actual project costs, up to a maximum of £5,225, in line with the grant criteria.</b></p>	£8,253.66	£5,225
Pamber Heath Memorial Hall Management Committee	Roof repair	<p>The organisation seeks support for repairing the current flat roof area of the building. Following a survey the organisation wish to prevent further water damage to the structure of the building by replacing the flat roof area, installing insulation and creating a slight incline to prevent water pooling. The building is used by local community groups including ballroom dancing and short mat bowls club.</p>	£6,000	£6,000

Organisation	Project Title	Proposal	Amount Requested	Amount recommended Community Buildings Capital Fund 2013/14
<i>(Pamber Heath, Basingstoke)</i>		Councillor Chapman has been consulted. <b>It is recommended Pamber Heath War Memorial Hall is awarded up to a maximum of £6,000 (the project shortfall) which is approximately 30% of the total project costs. It is also recommended the organisation develop a health and safety policy.</b>		
Privett Village Hall <i>(Privett, East Hampshire)</i>	Renovation and Extension of Privett Village Hall	The organisation seeks funds for renovating and extending the village hall. This project includes re-roofing the hall, insulating the walls, building an extension for storage to create more useable space, installing a new heating system and replacing the existing porch. The hall is used by local groups and many community events are organised including first aid talks, harvest suppers and the village market. 500 people will benefit from this project. Councillor Clarke has been consulted. <b>It is recommended Privett Village Hall is awarded up to a maximum of £25,000, the requested amount which is approximately 25% of the total project costs. It is also recommended the organisation develop a health and safety policy.</b>	£24,999	£25,000
St James, <i>(Bramley, Basingstoke) St James</i>	Removal of moss from church roof	This organisation seeks support to remove moss from the north side of the church roof which was recommended by architect following quinquennial inspection. As a church and faith based organisation with no open community programme this organisation is not eligible under the schemes criteria. <u>Note:</u> Councillor Chapman awarded the organisation £1,000 on 2 August 2013 to support the removal of moss from the church roof. Councillor Chapman has been consulted. <b>It is therefore recommended that this application is not supported.</b>	£2,400	£0
St Stephens Village Hall <i>(Little London,</i>	Improvements to village hall	The organisation seeks support for improvements to the village hall. The flat roof over the toilet block needs replacing, the interior of the hall requires redecoration in addition to new curtains. These projects will make the toilet block water tight and	£10,260	Defer and delegated authority is

Organisation	Project Title	Proposal	Amount Requested	Amount recommended Community Buildings Capital Fund 2013/14
<i>Tadley)</i>  <i>St Stephens Village Hall</i>		<p>help make the hall more welcoming to local groups and members of the community. The application is currently incomplete and further information has been requested in order to undertake a full assessment. The organisation has no match funding.</p> <p><u>Note:</u> Cllr Chapman awarded £1,500 for improvements to the village hall which included £500 towards interior decoration and new curtains on 4 March 2013.</p> <p>Councillor Chapman has been consulted.</p> <p><b>It is recommended this application is deferred and delegated authority is given to the Director to decide when the organisation has provided a full application.</b></p>		given to the Director to decide
The Colonel Jenkins Memorial Hall <i>(Wherwell, Andover)</i>	New storage area and relocation of oil tank	<p>The organisation seeks support for building an extension on one side of the Hall, with access from inside through double doors. This will provide effective storage space for equipment which is currently taking up space in different locations in the hall. In addition the organisation also wish to purchase a replacement 1800 litre oil tank and re-site it to a more suitable location. The hall is used by local groups with 120 people benefitting. Planning permission for the storage extension has been granted. This organisation has confirmed it is able to make up the funding shortfall for this project.</p> <p>Councillor Gibson has been consulted.</p> <p><b>It is recommended Colonel Jenkins Memorial Hall is awarded up to a maximum of £10,135 (the project shortfall) which is approximately 29% of the total project costs.</b></p>	£11,631.33	£10,135
<b>Total</b>			<b>£140,896.99</b>	<b>£91,016</b>

### **Organisational Change Fund criteria**

The Organisational Change Fund supports specific, time-limited projects for organisations to achieve efficiencies and reduce on-going dependency on grant funding. This could include the exploration of:

- Alternative funding opportunities and new delivery models.
- New approaches of relevance to future investment from the Culture and Recreation and Community Investment Funds.

The fund will also support a reasonable approach to disinvesting from organisations that are currently funded, but are not considered to be priorities for the future.

This programme funds projects and proposals which supports the following priority and outcome in Hampshire's 'Open for Business' Plan 2011-13:

- Develop new models of service provision, meeting the challenges of reduced resource and evolving national policies, whilst improving the

### **Grant criteria and eligibility**

We will fund organisations and services, who fulfil our criteria and have submitted a good project proposal, for a grant of up to £10,000. Joint bids between separate organisations can be accepted if appropriate governance is in place. We are unable to award funding to individuals. Our criteria are:

- The project or proposals of the organisation(s) support the corporate priorities.
- The organisation(s) has a clear management structure within its constitution or suitable governance/terms of reference.

All successful applicants will be required to provide appropriate reporting and/or monitoring for their service, projects and/or activities.

### **Financial Eligibility**

Organisations will not normally be eligible for grants where they hold unallocated reserves in excess of one year's running costs. In cases where reserves held exceed this level a reduced level of funding may be agreed. All charitable organisations are expected to have an agreed reserves policy that addresses their financial risk.

### **What is funded?**

- Maximum grant up to £10,000 for feasibility studies, management consultants etc.
- No maximum for grants for organisations the County Council is disinvesting from.

### **Feasibility Studies and Management Consultants**

In order to assist organisations, Hampshire County Council will support the costs of feasibility studies and management consultancy fees.

### **What isn't funded?**

- Ongoing financial support or contributions towards a deficit. Projects must have clear outcomes and must support a sustainable future business model
- Individuals
- Organisations already in receipt of funding from other Hampshire County Council departments for the majority of their core costs and/or service/project activity delivery
- Services provided solely within the unitary authority areas of Portsmouth City Council and Southampton City Council
- Capital projects or capital grants for equipment
- Parish/Town Councils
- Schools
- Uniformed groups such as Scouts, Girl Guides etc

Please note we cannot retrospectively fund projects or proposals that have already been carried out. Grants are issued for projects or proposals to be carried out in the future. This includes any contracts issued to consultants before grant approval.

**Organisational Change Fund 2013/14  
Application assessment summary**

Each grant application has been assessed against the Organisational Change Fund criteria (Appendix 2) using a standard template.

**Project funding requests**

Organisation	Project Title	Proposal	Amount Requested	Amount recommended Organisational Change Fund 2013/14
Performing Arts Company <i>(Hedge End, Southampton)</i>	Upgrading the organisation's 15 year lighting system to a more economical and energy efficient LED system	The organisation seeks funding to upgrade the exiting lighting system enhancing it to the standard of the organisation's productions, allowing the organisation to perform in large and small community venues. The Organisational Change Fund 2013/14 was closed on the 20 June 2013. The scheme does not support capital projects or capital grants for equipment. Councillor Kyrle has been consulted. <b>The lighting project proposed in this application is not eligible under this grant scheme. It is therefore recommended this application is not supported.</b>	£5,300	£0
<b>Total</b>			<b>£5,300</b>	<b>£0</b>

## **Culture and Community Activity Grant Criteria**

The purpose of the Culture and Community Activity Grants is to provide general support to groups and organisations which encourage and provide opportunities for individuals and communities to participate in community-focused, cultural and recreational activities.

This programme funds projects and proposals which support the priorities and outcomes in Hampshire's 'Open for Business' Plan 2011-13:

- Improved quality of life for all, particularly those who are vulnerable or disadvantaged.
- Enhance community engagement and partnership working – strengthening and empowering communities.
- Enhance Hampshire's environment and promote sustainability.

### **Grant criteria and eligibility**

We will fund organisations and services who fulfil the following criteria:

- The services, projects or activities of the organisation support the priorities detailed above.
- The organisation has a clear management structure within its constitution or suitable governance/terms of reference.
- The organisation must be able to demonstrate that without the support from Hampshire County Council the activity/event would not be able to proceed at all or to the extent outlined in the application.
- Organisations with significant funds in place or higher levels of reserves must demonstrate why funding from Hampshire County Council is needed.
- The organisation must have actively sought funding from other sources, including district, borough, town or parish council funding. Priority will be given to applications which have partner funding in place from other sources.

All successful applicants will be required to provide appropriate reporting and/or monitoring for their service, projects and/or activities.

### **Funding criteria**

Culture and Community Activity Grants will fund up to a maximum of £5,000.

We can match fund business sponsorship up to £500. The sponsorship you are receiving must be monetary, we can not match fund any in kind sponsorship, e.g. free/subsidised marketing. Match funding must be a minimum of £200 per business and businesses must be first time sponsors. Maximum of one application per organisation per year.

### **Financial Eligibility**

Organisations will not normally be eligible for grants where they hold unallocated reserves in excess of one year's running costs. In cases where reserves held exceed this level a reduced level of funding may be agreed. All charitable

organisations are expected to have an agreed reserves policy that addresses their financial risk.

**What is funded**

- Any high quality project that delivers measurable results against the objectives set out above.
- Countryside access and rights of way projects.
- Conservation projects to benefit the habitat or species particularly important to a site.
- Community, cultural or recreational projects, activities or events that provide opportunities for local people to become involved.
- Match funding for business sponsorship.

**What isn't funded**

- Individuals
- Further or higher education fees, personal development or training fees for individuals
- Curriculum based activities
- Building based capital works
- Capital schemes – i.e. buying instruments, equipment or uniforms.
- Setting up an organisation
- General running costs of an organisation
- Profit making events/activities
- Services, projects or activities solely within the unitary authority areas of Portsmouth City Council and Southampton City Council
- Uniformed groups such as Scouts, Girl Guides etc.

Please note we cannot retrospectively fund works or projects that have already been carried out. Grants are issued for works or projects to be carried out in the future.

**Culture and Community Activity Grants 2013/14  
Application assessment summary**

Each grant application has been assessed against the Culture and Community Activity Grants criteria (Appendix 3) using a standard template.

**Project funding requests**

Organisation	Project Title	Proposal	Amount Requested	Amount recommended Culture and Community Activity grants 2013/14
Even Keel (Hayling Island)	Even Keel Project - Hampshire Summer Road Show 2013	<p>This application requested support for a programme of 3-4 six day come and try it sailing sessions for disabled people. The application was unclear in areas and required further information particularly in relation to how the organisation would engage with the disabled community and evidence of the predicted high take up. The Sport Development Manager met with the organisation to discuss the project and ascertain further information prior to the 20 June 2013 Executive Member for Culture, Recreation and Countryside decision day. The organisation did not provide the information.</p> <p>At the 20 June 2013 Executive Member for Culture, Recreation and Countryside decision day the application was deferred and delegated authority was given to the Director to decide. The organisation were requested to contact the Sports Development Manager, the Water sports Officer and Disability Development Officer.</p> <p>Councillor Pearce was consulted.</p> <p><b>The organisation has not fulfilled the recommendations from the 20 June Executive Member for Culture, Recreation and Countryside and the project cannot be retrospectively funded. The grant scheme was also closed at this meeting. It is therefore recommended that this project is not supported.</b></p>	£4,800	£0
<b>Total</b>			<b>£4,800</b>	<b>£0</b>