

**COMMUNITY FUND ASSESSMENT PROCESS AND PANEL**  
**WDA/26/12**

**Recommendation**

That:

1. Members approve the assessment process for Funds 1, 2 and 3 of the Community Fund 2012/13 for the Authority; and
2. Members nominate and agree a panel of three Members to act as consultees in the assessment process for Fund 3 of the Community Fund 2012/13 for the Authority.

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**COMMUNITY FUND ASSESSMENT PROCESS AND PANEL**  
**WDA/26/12**

**Report of the Chief Executive**

**1. Purpose of the Report**

- 1.1 To consider and approve the assessment criteria for each of the three funding categories to support the assessment and allocation of the Community Fund 2012/13; and
- 1.2 To agree and nominate a panel of three Members to undertake the assessment process for allocation of Fund 3 of the Community Fund 2012/13 (attached at Appendix 1) as identified in paragraph 3.4 of this report.

**2. Background**

- 2.1 The £50,000 Community Fund 2012/13 was approved by Members in April 2012 (report WDA/11/12). Veolia Environmental Services have also increased their contribution by £5,000 to £10,000 following a review of previous funding, making the total Community Fund £60,000.
- 2.2 The Authority has supported community activities and the recycling third sector since 2002. Members approved an increase in the 2012/13 community fund following a review of previous years funding.

**3. Current Position**

- 3.1 There are three levels of funding available, within the scheme, each requiring an appropriate application providing information relevant to the amount of funding being applied for. An organisation will only be awarded funding for one project, however organisations can apply for more than one relevant fund.
- 3.2 Fund 1 is available for school projects of between £50 to £500, with a total fund available of £10,000 for school projects that demonstrate sustainable environmental improvements for the school community. Applications will be evaluated against key funding priorities

(see Appendix 2). Applications will be on a first come first served basis until all of the funding is allocated for this financial year.

3.3 Fund 2 is aimed at projects up to £3,000. The application period will be open from the 1st July 2012 to 30<sup>th</sup> August 2012, with project evaluation of bids against the key funding priorities (see Appendix 3). The aim is to award projects by mid September 2012. Applications for this fund are welcome from:

- Third sector not-for-profit,
- Community Interest Company (CIC),
- Community work of faith group,
- Company limited by guarantee
- Constitute group
- Co-operatives
- Friendly society
- Neighbourhood group
- Provident society
- Registered charity
- School project
- Social enterprise
- Voluntary group

3.4 Fund 3 is the largest of the three funding levels and is aimed at supporting projects from £3,000 to £7,000. Applications are welcomed from list as above for Fund 2. Applicants will be required to submit a full and detailed project plan. Fund 3 is now open to applications until 29<sup>th</sup> June 2012. Project will be evaluated against key funding priorities by a panel that may include Authority Members as consultees (see Appendix 4). The aim is to award projects by the end of July 2012.

#### **4. Application Assessment Process**

4.1 It is proposed that assessment of applications for Fund 1 and 2 are carried out jointly by MRWA officers and a representative from Veolia Environmental Services, with final approval by the Chief Executive.

4.2 The Authority has delegated the decision for allocation of the Community Fund to the Chief Executive. For Fund 3 of the Community Fund 2012/13 the Chief Executive would like to consult with a panel of three Members to seek their views.

- 4.3 It is proposed that the process of assessment for Fund 3 will be undertaken in the form of an evaluation report from officers to the Chief Executive, who will then consult a panel of Authority Members and the Director of Veolia Environmental Services (Merseyside).

## 5. Risk Implications

Identified Risk	Likelihood Rating	Consequence Rating	Risk Value	Mitigation
Large number of overall applications for funding.	3	4	12	Funding split into 3 categories with opening and closing dates for each funding applications to reduce overall impact on staff time to evaluate and make a fairer competition for the different funding applicants.
Failure of sufficient number of applications for funding to provide	2	4	8	Ensure appropriate engagement and promotion of Community Fund is in place to allow time for applicants to submit proposals.
Failure to supply prospective applicants with relevant information to complete application form. Management activities.	2	4	8	Criteria clearly Identified and publicised with application form in order to maximise opportunities for appropriate applications, using a range of media.

Community Fund does not meet the aims and objectives or assessment criteria is not successful for allocation of funding.	2	4	8	Annual review of Community Fund to assess success and improvement plan established for future delivery where appropriate.
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## **6. HR Implications**

6.1 There are no HR implications associated with this report.

## **7. Environmental Implications**

7.1 Allocation of funding to support community projects which demonstrate waste prevention, reuse, recycling and carbon benefits will have positive environmental benefits for Merseyside which will be identified as outcomes in individual projects.

## **8. Financial Implications**

8.1 There are no direct financial implications associated with this report as the budget for the scheme was approved by Members in February 2012. Future budget provision for Community Fund will be subject to Member agreement.

## **9. Conclusion**

9.1 With the increase in funding of the Community Fund 2012/13, Members are invited to serve on a consultation panel in determining the award of funding for the larger projects (Fund 3).

9.2 Members are invited to agree and nominate a Community Fund Consultation Panel of three Members.

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**Fund 3 Applications Received  
29<sup>th</sup> June 2012**



**Initial Evaluation undertaken by MRWA Officers/Veolia Officers  
W/C 9<sup>th</sup> July 2012**



**Evaluation Report prepared and submitted to Chief Executive  
W/C 9<sup>th</sup> July 2012**



**Chief Executive and Director Veolia Environmental Services (Merseyside)  
review report  
W/C 9<sup>th</sup> July 2012**



**3 Member Consultation panel Fund 3 Applications  
W/C 9<sup>th</sup> July 2012**



**Fund to be awarded  
23 July 2012**