

## **COMMUNITY FUND POLICY FRAMEWORK – APPROVED FEB 2015**

### **1. Aim**

- 1.1 The purpose of this policy is to ensure that clear principles are established for the overarching programme for delivery of the Authority's Community Fund and approved by Members.
- 1.2 The details of the annual fund will be submitted for approval by the full Authority in accordance with this policy framework following confirmation of the Authority's budget.

### **2. Scope**

- 2.1 The Community Fund purpose is limited to achieving the Corporate Plan aims and objectives. The Fund will not go beyond the Authority's incidental powers for Local Authority Collected Municipal Waste i.e. waste from households, as well as other wastes, which because of its nature or composition is similar to waste from households.
- 2.2 Eligible bodies will be restricted to Community Voluntary Sector organisations which include but are not exclusive to:
  - Registered Charities;
  - Not for profit organisations which include social enterprises;
  - Community and neighbourhood groups;
  - Faith groups;
  - Voluntary groups; and
  - Schools, colleges and universities.
- 2.3 The annual scheme will include:
  - The apportionment of the fund into lots;
  - Criteria for each portion of the fund which must include:
    - Quantitative and qualitative elements;
    - A Risk Assessment;
    - Financial threshold for delegations to officers for approval of awards and clear identification of the officer to which each delegated threshold applies; and

- Minimum Scoring thresholds proportionate to the funding stream and against the proposed Criteria whereby awards would not be made when scoring thresholds are not met.
- 2.5 Approval of awards over £20,000 (using a threshold from the Authority's contract procedural rules) will be subject to Member approval either by the whole Authority or by Sub-committee.
- 2.6 All awards will be subject to the Financial Procedural Rules (including Section E: external arrangements, Partnerships 1.4) which establishes a service level agreement (SLA) arrangement for payment in advance of goods and services being received. This SLA will be based on committed outputs within the applications and establishes a mechanism to allow the Authority to seek recompense from the applicant should the project outputs not be met.
- 2.7 Community awards will be limited to annual funding but an eligible organisation can apply for funding for a scheme in consecutive years but will be subject to competition and the revised or reaffirmed evaluation criteria established each year that the Community Fund exists.
- 2.8 Details of successful applications will be published on the Authority and the Recycle for Merseyside and Halton websites.
- 2.9 The Community Fund cannot be used to fund the same projects that are already in receipt of financial support from the Authority in the same financial year.