

Target Hardening Fund 2011-12 Guidance Notes Annex 2

	Key points	Detail	Does my project fulfil the criteria? √/X
1a.	Criteria – what is eligible	a) community safety projects b) physical improvements which reduce the opportunity for crime or tackle the fear of crime c) schemes which attract revenue funding from external/internal orgs and/or capital funding from internal CYC depts will have an improved chance of success d) only 20% of the total cost of alleygating schemes will be funded with TH money	
1b.	Criteria - what is not eligible	a) it is not for revenue based activities b) it is not for schemes which benefit one individual c) it is not for schemes on private land	
2	Who can access the funding?	Ward Committees, SYP Task Groups	
3	Who manages the budget?	Neighbourhood Management	
4	How do Ward Committees/Task Groups access the fund?	a) All suggestions should first be discussed at the relevant Ward Committee meeting or Ward Planning Teams. Applications which are neighbourhood-specific also need to be referred to the relevant ward planning team for their comments. b) The Ward Committee/Task Group Project Manager (eg NMO) obtains an application form from the NMU which is submitted to Mora Scaife	
5	Who decides if the application is successful?	Head of NMU in consultation with the Leader of the Council (or in his absence Exec Member for Neighbourhood Services). Prior to this the Shadow Leader is also consulted.	
6	How will the applicant be notified of the outcome?	Mora Scaife (NMU) will contact the applicant.	
7.	How is the project monitored/evaluated?	a) The successful project is logged with Mora Scaife and arrangements made with the Project Manager to order the work. Mora Scaife will provide updates to the NS Finance Manager for the quarterly and annual revenue monitoring reports. b) Project updates will be reported to the Ward Committees and Task Groups	

Timeline for Target Hardening Projects 2011-12

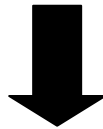
February/March 2011

Suggestion(s) are discussed at the Ward Planning Team meeting prior to the April ward committee round and a fully completed application form submitted by **31st May 2011**



June 2011

All bids received are checked for eligibility and a decision is made. Successful bids are commissioned and unsuccessful applicants notified.



October 2011

A progress monitoring report submitted to Head of NMU



March 2012

A final monitoring report is submitted to Head of NMU