



**Neighbourhood Services**

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Ref: EAL/WCGP/EMAP

18<sup>th</sup> January 2008

Dear Sir/Madam

**Ward Committee Grant Applications**

I am writing to you to seek your views on the attached information which outlines proposals to modify the Ward Committee Grant application process, and incorporate the changes into a new Ward Committee Grant Application Policy.

A report will go to the meeting of the Executive Member for Neighbourhood Services and Advisory Panel on 19<sup>th</sup> March 2008. At this meeting Members (Councillors) will review the current Ward Committee Grant application process, and be asked to make a decision about the proposed changes and adopt a Grant Application policy. If the changes are approved they will apply to applications for grant funding in the financial year 2009/2010.

The changes to the grant application process are being proposed to reflect best practice, to align our process with other local authorities, and to ensure that grant money allocated by the Ward Committee is targeted at local needs.

I have enclosed details of the items it is proposed to be included in the revision of the Ward Committee Grant application process and would invite any comments you may wish to make.

Please send your comments by Friday 14<sup>th</sup> March 2008 marked for the attention of Kay Hoare, Neighbourhood Management Unit, 9 St Leonard's Place, York, YO1 7ET.

Yours faithfully

Elizabeth Levett  
**Acting Head of Neighbourhood Management**

## Proposed Amendments to Ward Committee Grant Application Process

Conditions relating to:

- Successful applicants will acknowledge the support of the Ward Committee and publicise this fact displaying the City of York Council's logo in recognition of this support.
- Applicants will need to provide information as to how they will measure the success of their group/project in delivering the activities to be funded. Success will need to be referenced to measurable outcomes at ward level.
- Applicants will need to provide evidence of risk assessment for any public events funded by the grant.
- Applicants will need to provide evidence that they are not duplicating an existing council-funded service. If they are they must demonstrate that what they are proposing is additional to existing services or activities.
- Successful applicants will be paid by BACs.
- Applicants will be asked to explain how their group has a commitment to equal opportunities.
- Applicants will give permission for the City of York Council to record their details and their organisations details for publicity and consultation purposes.
- Ward Committee grant funding applicants must demonstrate that any schemes/services for which funding is sought provide additional benefits to people in the ward and **are additional** to the schemes/services that applicants already provide. Applications must relate specifically to the Ward in question and demonstrate the specific additional services and benefits to that particular Ward. Applicants will be required to demonstrate how the residents in the relevant ward, including the number of residents, will benefit. Applications will need to contain customer satisfaction or other measurable outcomes at ward level. The Ward Committee Grant process does not preclude applications being made to more than one Ward Committee but each application will have to be tailored to the needs and priorities of each ward and must evidence measurable outcomes in relation to that ward. Blanket applications for grant funding, where a generic application is made to all, or a number of, Ward Committees will not be permitted.

Additional guidance/clarification for applicants:

- A clear statement that individuals cannot apply for funding
- In considering applications Ward Councillors will be looking for clear links to the Council's wider aims and priorities (Corporate Strategy), and individual Ward ambitions and vision (Neighbourhood Action Plans).
- Appeals will only be accepted under exceptional circumstances.
- The award of a Ward Committee grant in one year is no guarantee that grant applications will be successful in subsequent years. Each Ward Committee makes its own decision on funding and an award by one Ward Committee does not influence the decision of another.

**A LARGE TEXT VERSION OF THIS  
INFORMATION IS AVAILABLE ON REQUEST  
Telephone: 551818**

This information can be provided in your own language.

我們也用您的語言提供這個信息 (Cantonese)

এই তথ্য আপনার নিজের ভাষায় দেয়া যেতে পারে। (Bengali)

Bu bilgiyi kendi dilinizde almanız mümkündür. (Turkish)

یہ معلومات آپ کی اپنی زبان (ہولی) میں بھی میا کی جاسکتی ہیں۔ (Urdu)

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