

# West Mercia Police Authority - Telford and Wrekin Division

## Community Policing Board Fund

### Information For Applicants

#### Background

The Community Policing Board Fund was introduced to give Divisional Commanders more flexibility to support local community safety initiatives in the expectation that other partners or organisations would also make contributions. Each division is allocated £60,000 per year. The agreed protocol is that Divisional Commanders are delegated authority to agree funding decisions for projects in consultation with the Chair of the Divisional Community Policing Board. Meetings to discuss and approve bids are held quarterly.

#### What Can Be Funded?

The primary objective of the fund is to support community initiatives that:

- Improve community safety
- Improve community cohesion
- Reduce crime
- Reduce anti-social behaviour

#### What Is The Maximum Amount That Can Be Applied For?

To ensure wide access to the fund it has been decided to limit awards offered to any group affiliated to Telford and Wrekin Council for Voluntary Services (CVS) to £2000 per group per annum with effect from July 2008. Larger grants have been made before this date, but the fund is now open to a larger number of applicants and must be managed in a way to ensure fair access.

#### So What Will Be Funded?

Examples of what funds can be used to pay for include reasonable set-up costs, equipment, transport, activities, marketing, volunteers out of pocket expenses etc. This list is indicative and is not exhaustive.

#### What Will Not Be Funded?

Examples of what will not be funded include computer equipment, annual insurance costs and debts. This list is indicative and is not exhaustive.

#### Who Will/Not Be Funded?

The fund can be applied for in several ways:

- By police officers and staff from Telford and Wrekin Division for projects that they are connected to, or involved with, because of their policing role.

- By direct approaches from community groups who have suitable initiatives.
- By any group affiliated to Telford and Wrekin Council for Voluntary Services (CVS). Bids from these groups will be submitted for consideration for funding via CVS management. Groups need to be constituted and have a bank account with 2 independent signatories. They must be appropriately insured to cover the objectives and activities that funding is being applied for.

### What Are The Conditions Of The Grant?

1. The grant must be used solely for the purpose stated in the original application form. Any changes to the work outlined must be agreed with West Mercia Constabulary. Any unused portion of the grant must be returned.
2. Accurate records and receipts of how the grant is spent must be kept and provided to the Police Divisional Commander and the Chair of the Telford and Wrekin Community Policing Board if required.
3. A Monitoring Report (copy enclosed) must be completed and returned to West Mercia Constabulary within 3 months of completing the project.
4. The project/initiative/activity funded by the grant can be co-funded/match funded from another source. Organisations are encouraged to access different funding streams. However, Community Policing Board grants should not be used to 'double fund' specific projects where other funding already exists.
5. The voluntary/community organisation/group must ensure that all necessary consents or permissions and insurance cover have been obtained in respect of the funded activity. West Mercia Constabulary reserves the right to request copies if required.
6. The grant award must be spent within 12 months of the date on which this form is signed.
7. The grant will be awarded by cheque and made payable to the organisation/body specified in the bid documentation (or any other organisation considered more appropriate on behalf of the applicant organisation).
8. The voluntary/community organisation shall not dispose of any equipment acquired or improved with the aid of grant without first obtaining the prior consent of West Mercia Constabulary. In the event of dissolution of the said organisation the equipment must be gifted to a like minded local charitable organisation but must not be done without first having obtained the prior consent of West Mercia Constabulary.
9. West Mercia Constabulary may use information about the grant in press releases and publicity material or for any other reasonable purpose.

### How To Apply?

To apply for funds please complete the Community Policing Board Fund Application Form and submit it to Mick Lloyd or Ella Sips of CVS at the address at the bottom of the grant application form.