

Dear partners and residents

Launching the Commissioner's Community Fund

I am pleased to announce the launch of the Commissioner's Community Fund – a new initiative that will provide support to innovative local schemes which aim to make our communities safer. As I said in my Police and Crime Plan, 'Everybody's Business' I want to help individuals, communities and businesses to get together and generate ideas. This could range from small-scale purchases that will improve communities to capacity building work, or big ideas needing match funding.

I am keen to support projects that show a strong partnership ethos. For example, where a local community proposes a project requiring manual labour to achieve their objectives offenders on Community Payback could be drafted in to support via the local Community Safety Partnership. I will be working with partner organisations to ensure that support is targeted to work that complements, rather than duplicates, existing activity.

I have allocated £250,000 to the Commissioner's Community Fund for 2013. Bids are welcomed from any partnerships, community groups or organisations whose projects, services or activities contribute towards the priority areas set out in the Police and Crime Plan for Hertfordshire. These priorities include focusing on the needs of the public, particularly victims of crime, ensuring that offenders make amends and pay back for the cost of crime and developing plans to apply greater business sense.

Bids should be submitted to thefund@herts.pnn.police.uk and will be considered on a quarterly basis, with first allocations being made this summer. Further details on the process are below. Please feel free to contact my office with any queries. In addition to this support, each council area has a Community Safety Partnership, with whom you may also wish to discuss your proposals.

Best wishes



David Lloyd

Police and Crime Commissioner

Frequently Asked Questions

The below is intended to help answer some of the questions you may have about the Commissioner's Communities Fund. If you can't find the answer you are looking for, please click [here](#) to contact us directly.

What is the aim of the Commissioner's Communities Fund?

The aim of the Fund is to support a broad range of projects and activities in which communities, partner organisations and the business community work together to keep Hertfordshire Safe.

Who is eligible to apply?

The programme is open any organisation that can contribute to keeping Hertfordshire safe. Public sector, voluntary sector, community groups and businesses can apply. Bids reflecting a partnership ethos across these categories are particularly welcomed. Grants can only be paid to an organisation – either a limited company, a registered charity, an organisation with a recognised legal status or an unincorporated association with its own bank account. Individuals can request a grant, but payments must be made through an organisation.

What sort of proposals can we put forward?

Proposals can cover a range of activities as long as they support the Police and Crime Commissioner's priorities, as laid out in the Police and Crime Plan. These activities could include but are not limited to practical work, research projects, equipment and materials, awareness raising, or training.

The Community Fund cannot be used for any purposes prohibited by law. Applicants will be required to sign a declaration to confirm that they have disclosed any matters in relation to this project, or the individuals delivering it that may bring the project, or those funding it into disrepute.

How much funding is available?

For 2013/14 the Commissioner has allocated £250,000 to the Communities Fund. The aim is to support a broad range of projects and activities. Funding levels will vary based upon the nature of each application.

My project is already running – can I request funding?

Yes, if the project is being expanded to include additional activities which have not been funded by other bodies. We will not fund projects retrospectively.

Will the Community Safety and Criminal Justice Partners be involved?

The Commissioner will be consulting the local Community Safety Partnerships which exist in each council area on applications relevant to their area. Criminal Justice Partners will also be consulted via the Hertfordshire Criminal Justice Board. The intention is to augment and build on the success of existing partnership work.

How do you apply?

Although bureaucracy will be kept to a minimum, you will need to complete a short application form.

There will be a rolling programme of bids and assessments through the year. Applications received by **the end of June 2013**, will be reviewed and decisions will be made by over the summer. There will be a further round of grants made this Winter.

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Before you submit an application, please feel free to contact us for any assistance in relation to the application process. In addition, each council area has a Community Safety Partnership who you may find it useful to discuss your application with.

Please return your completed application form by email to thefund@herts.pnn.police.uk or by post to the the Police & Crime Commissioner for Hertfordshire, Leahoe House, Pegs Lane, Hertford, SG13 8DE.

How will applications be assessed?

Funding is limited and not all applications will be successful. Funding bids will be assessed against the Police and Crime Commissioner's priorities as laid out in the Police and Crime Plan. Other criteria which will be used will look at the extent to which the proposal:

- contributes toward keeping the community safe
- is innovative
- has clearly defined outputs
- makes a real difference to the community
- is supported by and has the involvement of the community
- has contributions from other sources including funding and 'in kind' support
- delivers sustainable benefits that will continue beyond the life of the funding
- is realistic, deliverable and financially viable

The decision whether to award a grant is made by the Police and Crime Commissioner and all decisions will be published on the Police and Crime Commissioner website. For large bids, you may be asked to deliver a presentation in order to facilitate the decision making process.

What are the priorities for the Police and Crime Commissioner?

The Police and Crime Plan details the Commissioner's priorities. A proposal will need to identify which priorities it is aiming to meet to qualify for funding. The priorities within the Police and Crime Plan are structured under 4 big themes:

1. Building on Success
2. Public Focus
3. Offender Pays
4. Business Sense

What are the monitoring and evaluation requirements likely to be?

If you are successful and funding is made available, the Office of the PCC will advise with regard to the monitoring and evaluation arrangements. This may involve visits or request for information. The intention is to keep the bureaucracy around grants to a minimum in order to maximise the amount of funding that can have in impact in Hertfordshire's communities.

Organisations will need to obtain and retain evidence of expenditure for audit purposes (for three years). If it becomes apparent that funding is misused, or is used for purposes other than those outlined in the initial funding bid, then we will seek clarification and may ask for the money to be returned.

Communities Fund Application Form - May 2013

PART ONE – ABOUT YOU

1. Name and address

Name:	
Address:	
	Postcode:
Main contact:	Role (if applicable):
Email address:	Telephone:
Website (if any):	

2. How would you best describe your organisation? i.e. Registered Charity, Local Authority, Community Safety Partnership, Voluntary or Community Organisation/Group, Neighbourhood Group, Other.

Please describe:

PART TWO - ABOUT YOUR PROPOSAL

3. Description of your proposal - What do you plan to do and how?

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4. What evidence do you have that this is needed and/or will have the desired impact?

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5. Which geographical area(s) does your proposal relate to? (tick all that apply)

Across Hertfordshire

Broxbourne

Dacorum

Hertsmere

Three Rivers

Watford

North Herts

Stevenage

East Herts

Welwyn/Hatfield

St Albans

6. Who is your target group, who will you expect to benefit?

7. Which of the following Police & Crime Plan priority areas will your proposal contribute towards? Please tick all that apply.

- Building on Success
- Offender Pays
- Public Focus
- Business Sense

8. How will your proposal contribute towards the above priority areas

9. How will you know that you have succeeded? How will you evaluate your project?

10. What risks to you consider your initiative might face that would prevent it being successfully delivered? What can you do to minimise this risk?

Risk	Managing the Risk

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PART THREE – FINANCIAL INFORMATION

11. Detail all the costs required including detailing any matched funding or other funding streams you will be receiving from elsewhere and the status of this funding, (i.e. secured or currently bidding for.)

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12. Do you plan to continue with this initiative after the funding ends? If yes, how will this be achieved?

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13. Please provide details of the bank account to which any funding would be paid.

Bank Name:	
Bank Branch:	
Address:	
Sort Code:	
Account Number:	
Account Holder:	

PART FOUR - DECLARATION

I confirm that all the information contained within this application is accurate to the best of my knowledge and that I am authorised to apply for funding on behalf of my organisation. By signing this form, I am confirming that I have disclosed all matters in relation to this project, or the individuals delivering it that may bring the project, or those funding it into disrepute.

PRINT NAME			
SIGNATURE		DATE	