



NORTH
NORFOLK
DISTRICT
COUNCIL

A better place for supporting communities

BIG SOCIETY FUND



Prospectus

www.north-norfolk.gov.uk



Sarah Bütikofer

Leader of the Council

North Norfolk District Council Cabinet Member for the Big Society

Since the Big Society Fund started in 2012 it has awarded in excess of £1,827,861 to over 240 community projects across our district. These projects were all ideas that came from local communities where people and organisations were already working hard to try and achieve something for their town or village and I am delighted that the Big Society Fund has been able to help them achieve their vision.

Organisations who have received a grant from the Big Society Fund confirm the difference the funding has made in delivering their project and, most importantly, the benefit the project has made within their community.

We are very lucky to have hardworking people in our towns and villages who give up their time to serve their local community in many different ways.

Summary

The Big Society Grant Fund will assist communities in meeting their needs. The Fund is provided by North Norfolk District Council and is available to support community projects throughout the District. The total funding available will be £225,000. The Big Society Fund grant will be administered by North Norfolk District Council. The Big Society Fund Grants Panel will meet four times a year to award grants up to £15,000.

Purpose

The purpose of this fund is to help build strong communities in North Norfolk. It aims to help communities to develop new and innovative projects which will improve their social and economic wellbeing.

What type of projects would the fund support?

The fund will be available for projects that will improve or support the wellbeing of our communities and/or deliver improvements to the local economy. It is expected that projects would be complementary to the priorities of the Council as detailed within the Corporate Plan.

Outcomes (i.e. benefits or impacts that can be recorded now and/or in the future) that we would expect to evidence as a result of investment from this fund are:

- People working together to achieve benefits that can be both appreciated by and have real positive impacts for the whole community or sections of it that have particular needs related to the outcomes that will be delivered.
- People who feel part of their community and have a sense of belonging and responsibility for the good and long-term benefit of the wider community.
- Communities and/or local groups who feel empowered to make a difference and make improvements to the lives of those who they support in the locality.
- An increased number of people getting involved in their local community to achieve greater levels of activity aimed at improving and sustaining opportunities for the wider community.
- Local economic benefits that can create employment and training opportunities for those most in need.

The kind of activities or initiatives that could be supported, for example, might include:

- The provision of new or improved community facilities.
- The establishment of new organisations or specific activities (for existing organisations) that will meet identified local needs and can evidence sustainable long-term outcomes

- Events which promote community involvement or innovative approaches that bring people together, that can be sustained (where appropriate) by the community in the longer term.
- Projects that encourage specific (hard-to-reach) people or groups to become more active in the community.
- Projects that generate and/or increase social enterprise activity, creating more opportunities for local employment and/or training that can create or sustain local jobs.

The following will not be supported by this Fund:

- Revenue costs for administering groups or organisations, such as staff, management, volunteer and training costs or travel expenses
- Core or on-going revenue to meet costs such as building maintenance, cleaning, venue hire and infrastructure.
- Statutory responsibilities and regulatory functions of public bodies.
- Retrospective grant applications i.e. where goods or services have already be purchased or provided
- Applications for different elements of a project that has previously received a Big Society Fund grant.

Who would be eligible to apply?

The Fund will be available for projects that support people and activities within the North Norfolk District geographical area. The following categories of organisation are likely to be eligible:

- Constituted local voluntary organisations, charities and community groups.
- Parish and Town Councils within North Norfolk District Council boundary.
- Larger regional or national charities/organisations if the funding is to deliver a specific project in North Norfolk.
- Community businesses, social enterprises and other not-for profit organisations.

Note: schools will be eligible if the project/activity proposed relates to community oriented or supported activities that are outside the school's normal core curriculum and/or main term-time educational role (usually outside school hours).

Organisations that are routinely supported by grant funding from North Norfolk District Council will not normally be eligible unless the application can prove that the funding request is for a specific additional project and that the outcomes are over and above any existing funding agreement with the District Council.

Individuals will not be eligible to apply.

How to apply

An application pack containing the guidance notes, application form and evidence checklist can be downloaded from the North Norfolk District Council website www.north-norfolk.gov.uk/bsf or by contacting 01263 516248 / 516173.

Applications will need to demonstrate:

- The project outputs and outcomes and how these match the purpose of the Big Society Fund.
- The needs or characteristics of the community which the project is intended to support.
- Demonstrable support from within the community that the proposed project is expected to benefit.
- Who the expected beneficiaries are, identifying their location and other relevant characteristics.
- The governance and management arrangements of the group responsible for administering or implementing the project.
- The total project budget, including 'whole-life' costings and the proposed and alternative sources of funding.
- A programme for implementing the project (including key dates and timescales).

- A realistic cash flow forecast for any revenue implications relating to the project (detailed as appropriate to the scale and scope of the activity being funded).
- A commitment to provide evidence of the project outcomes once it is complete.

Applications will only be processed once all the required supporting documentation is received. The evidence checklist will identify the essential documentation that will be required to support all applications.

Funding commitment

North Norfolk District Council will honour funding commitments and will expect applicants to act reasonably with respect to the submission of funding applications and to be realistic in respect of their ability to spend any approved Big Society Fund monies; therefore:

- There will be no limit on the number of times that an organisation can apply but only one application will be funded in any one year.
- Grants will normally be expected to be spent within one year of the date of the letter confirming the award.
- Any unspent grant at the end of the grant period shall be expected to be returned, unless agreement otherwise has been confirmed in writing by North Norfolk District Council.

Award of Grants

There will be four funding rounds; the closing dates as well as when the application round will be determined will be advertised on the North Norfolk District Council website at www.north-norfolk.gov/bsf. Funding will be available for each round.

Grants of £15,000 or less will be determined by the Big Society Fund Grants Panel. This Panel will meet four times a year. District Council Ward Members will be notified of grants being submitted which affect their locality.

Audit / Evaluation of Grant

A grant agreement, which will set out the standard or any special grant terms and conditions, must be signed before the award is confirmed.

Branding

Grant funded projects will be expected to provide a suitable acknowledgement of the Fund such that it can be viewed by the greatest number of people in the community (commensurate with the scale and scope of the project as determined by the funder on approval of the grant).

Any building or infrastructure (including play area and green space) projects must display acknowledgement of the Fund in an open public area. Plaques will be provided for this purpose.

It will be made clear in all publicity, correspondence etc. that the Grant is provided by NNDC

Further information and making an application

To find out more about the North Norfolk Big Society Fund please go to www.north-norfolk.gov.uk on how to apply

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