

APPLICATION GUIDELINES 2016/17: For all application from 1 April 2016

- GUIDELINES FOR Area Committee – Non-CIL Community Funding
- APPLICATION FORM for Area Committee – Non-CIL Community Funding

INTRODUCTION

Each Area Committee has an annual discretionary budget that can be used to promote the economic, social or environmental wellbeing of an area. The application for Area Committee funding is a Member-led process, where Members will work with officers, local groups, organisations or individuals to write proposals that meet a local need. Area Committee Members will then bring forward an item for consideration by the relevant Area Committee.

Learn more about Area Committees [here](#)¹.

CRITERIA FOR ASSESSING APPLICATIONS FOR FUNDING

1. Area Committee funding will be for projects or initiatives that meet the priority areas agreed by the Community Leadership Committee (see below)
2. Area Committee funding will be for locally based projects or initiatives that tackle local issues, rather than borough-wide schemes
3. Area Committee funding may be used for the feasibility, start up, or scaling phase of a local project OR for one off events or purchases which fit the criteria of the Area Committee
4. The maximum value of an award is £9,999

The priority areas are

- Improve community safety
- Improving local mental and physical health, physical activity and independence
- Support local people to improve their skills or find employment
- Provide support local businesses
- Improve the local environment

Areas agreed not to be considered for funding:

- Self interest groups – where there is no evidence of wider community benefit;
- Funding must not be used to meet a budget deficit in a specific area, to meet the debts of an organisation in financial difficulty, or to cover a shortfall in a service which would normally be provided by the Council or another public sector organisation;
- Funding will not be given to assist with the administration and/or research costs of preparing an application;
- Funding must not require maintenance from the Council, or future expenditure.

Guidelines for assessing a request

¹ <https://barnet.moderngov.co.uk/mgListCommittees.aspx?bcr=1>

In assessing the eligibility for funding, Councillors will take account of;

- The nature of the project
- How the project meets the funding criteria
- How the project meets an *identified* local need
- The extent to which the target beneficiaries have been defined
- Funding will be for one-off projects which do not require on-going support from the Council.
- How the project or initiative is linked to the identified local need and the outcomes the activities will achieve
- Value for money

HOW TO APPLY

As a Member-led funding process, officers, local groups, organisations and individuals must first approach an Area Committee Member to sponsor the project. If a Member sponsor is identified, the Member must use the application form below and work with the officer, local group, organisation or individual to complete the funding application form.

WHAT HAPPENS TO APPLICATIONS

The Governance Team will advise the Member sponsor of the next Area Committee meeting which the application will be considered. **The deadline for the submission of a completed application is 12 days before the date of the Area Committee meeting.** The Governance Team will advise as to whether or not the funding application meets the basic criteria within 5 working days. It is strongly advised that applications are submitted as soon as they are completed.

At the Area Committee meeting when the application is being considered, the Member sponsor will be given the opportunity to provide an overview of the project and answer questions on the project. A decision will be made at the meeting. The Committee can agree one of three outcomes;

1. To award funding → *this will be subject to due diligence* (see below)
2. To defer a decision → proposals should be returned to the next Area Committee with more information
3. To reject a proposal and state reasons why

HOW EXPENDITURE IS MONITORED

As part of the due diligence process on Area Committee funding which has been agreed, a written agreement will be prepared between the Council and the successful applicant in relation to the funding of the project. This will contain the detail of:

- The level of funding;
- How payments will be made;
- Who is accountable for delivery of the project or initiative;
- What will be provided by the money;
- The monitoring requirements;
- What will happen if the organisation fails to meet the terms of the agreement.

PART ONE: ABOUT YOU		
1.	Area Committee To find out about Area Committees, click here	<input checked="" type="checkbox"/> Chipping Barnet Area Committee <input type="checkbox"/> Finchley and Golders Green Area Committee <input type="checkbox"/> Hendon Area Committee
2.	Members Item brought by:	Cllr. Laurie Williams
3.	Proposed organisation or Council department to deliver the proposal:	Aidexcel Support Services
4.	What is the total cost of the project?	£18,710
5.	How much Area Committee funding are you applying for?	£8,920
PART TWO: ABOUT YOUR PROJECT		
6.	What is the project? Please provide a brief overview of the project and what the funding will be used for.	
	This project is called Incredible Years Parenting Programme and it is aimed at supporting families with children with conduct difficulties.	
	This project is part of the 'Improving Access to Psychological Therapies (IAPT)'. As part of IAPT, Aidexcel, alongside CAMHS, will be working to improve the way our services operate. The focus is to build up a pyramid of support with a strong emphasis on play and interaction with children, encouraging and supporting children's development and understanding children's needs. Strategies covered to support parents/carers and their children in managing behaviours: positive attention, praise, appropriate ignoring, clear communication, rewards, incentives, emotional regulation, limit setting, natural and logical consequences, problem solving and time out.	
	As part of IAPT, we want to run 3- 4 Webster Strattan / Incredible Years Parenting programmes aimed at supporting families with children with conduct difficulties. The target age group is children of primary school age.	
7.	Which priority area will the project / initiative address?	
	<input type="checkbox"/> Improving community safety	
	<input checked="" type="checkbox"/> Improving local mental and physical health, physical activity and independence	
	<input type="checkbox"/> Supports local people to improve their skills or find employment	
	<input type="checkbox"/> Support local businesses	
	<input type="checkbox"/> Improves the local environment	
8.	How will it benefit the local area? Please state the area(s) within the constituency (e.g. ward(s)) which will benefit from the project	
	The Children that will benefit from this project are the children from East Barnet Area.	
	Some of the parents of these children are migrants or asylum seekers, whose lifestyle and cultures are different and conflicting to the adopted culture and custom of our beneficiaries. Having engaged with the parents one on one with regards to the behaviour and abilities of	

	<p>the children, we believe that parenting classes side-lined with children and young people's activities developed by Carolyn Webster- Stratton to strengthen families, would benefit the children to achieve a non-violent growth and develop a healthy and productive lifestyle.</p> <p>We expect that our resourcing of parents with positive child discipline would enhance the children a healthy relationship, first at home, then in the community; it is also expected that their self-esteem developed because of the positive relationships will help them to assert themselves to achieve their potentials educationally, socially and financially now and in their future.</p>
9.	<p>Who will it benefit? Please state the main beneficiaries of the project.</p> <p>We are hoping to work with parents of these nurseries, primary schools and children centre:</p> <p>Nursery Schools: Brookhill, St Margaret's, Children Centre at St Margaret's</p> <p>Primary Schools - Danegrove, St Marys [C of E] and Livingstone</p>
10.	<p>Please tell us what the outcome of your project or initiative will be. An outcome is what happens as the result of your project or initiative</p>
	<p>Participants to develop effective parenting skills, strong and more resilient active diverse communities, improving the emotional and mental well-being of families resulting in families thriving, families working together and raising their children to grasp future with confidence.</p>
11.	<p>How many people do you predict will benefit from this project or initiative? Please state how you have arrived at this number</p>
	<p>24-36 families, Each group will consist of 8-12 people, for 36 session (12 sessions per term) 2 hours weekly for 12 weeks, 3 times in 18 months.</p>
12.	<p>What evidence of need is there for this project? Please provide any supporting evidence of need, such as local statistics or information from a needs assessment.</p>
	<p>Barnet is one of London's most populous borough and it is a changing borough. with 367,265 residents in 2015 which is anticipated to increase to 417,573 by 2030. In 2015 38.7% of the population comes from minority communities including BAMER, Albanian and GRT communities. By 2030 this will increase to almost 45%, half of whom will be under five years old. Many of these children will be born to families who share a common experience of trauma, dislocation and loss, and many will be victims of victims of genocide, war and torture. Pre-migration experiences together with the considerable challenges of settling into a vastly different new country can significantly affect family well-being and parenting practices. For many of these families, parenting styles that were normative in their countries of origin are not endorsed in the UK. The lack of validation of parenting beliefs and practices may lead to additional stress for parents from refugee backgrounds together with mis-trust and a lack of understanding of UK services. It is important that technical professionals are well informed about how best to support these families using culturally competent child protection, family intervention and community development practices but it</p>

	is equally important for families to build up confidence in their own parenting skills. The programme promotes good parenting by introducing protective factors which we believe will help to deliver LBB's Early Intervention and Prevention programme by reducing the number of families who could fail to thrive through family breakdown and reduced the demand for public services.																									
13.	Please demonstrate below how local people have been involved in developing this proposal																									
	We got feedbacks from parents of the other Incredible Year's Parenting training programme that we have done, and it's the feedback that really shows that parenting training is for every parent that wants to know how to parent their children with a little bit of help and support.																									
14.	How will the project or initiative be promoted to local residents?																									
	<p>This service will reach a wide range of potential users through a variety of means -</p> <ul style="list-style-type: none"> * a visible presence at community events, * vibrant and informative publicity materials, * interpreted materials in various languages of the people of our targeted community * information slot in the community and housing newsletters. * local school's newsletters, leaflets, and our various networks to promote the project, eg. Children + Young Peoples Network, Barnet Council for Voluntary Youth Services, Barnet Supplementary Schools Forum, * Partnership and referrals opportunities through existing networks Parents-Carers Participation for Disabilities Additional Needs Barnet - organisations relieving isolation of children and their parents. 																									
PART THREE: PROJECT DELIVERY																										
15.	What are the project timelines?																									
	The project will start January 2017, to July 2018, (18 months) 3 sessions, One session per term. (12 weeks per session).																									
16.	Please provide a breakdown of how the project intends to spend the Area Committee funding?																									
	<table border="1"> <thead> <tr> <th>Type of Cost</th> <th>Total Project Cost</th> <th>Requested Amount</th> <th>Details</th> <th></th> </tr> </thead> <tbody> <tr> <td>Sessional Worker (2 Therapist) @£110 per person, per week</td> <td>£7,920.00</td> <td>£7,90.00</td> <td>£22 p/hr, 5hrs p/wk, for 18 months (Jan 2018 July)</td> <td></td> </tr> <tr> <td>Volunteer Costs e.g: travel, lunch expenses, training @ £15</td> <td>540.00</td> <td>0.00</td> <td></td> <td></td> </tr> <tr> <td>Operational/Activity Costs e.g: Refreshment</td> <td>360.00</td> <td>360.00</td> <td>Refreshment for 36 sessions @ £10 per session</td> <td></td> </tr> <tr> <td>Office overhead,</td> <td></td> <td></td> <td>Rent@£250.00 per</td> <td></td> </tr> </tbody> </table>	Type of Cost	Total Project Cost	Requested Amount	Details		Sessional Worker (2 Therapist) @£110 per person, per week	£7,920.00	£7,90.00	£22 p/hr, 5hrs p/wk, for 18 months (Jan 2018 July)		Volunteer Costs e.g: travel, lunch expenses, training @ £15	540.00	0.00			Operational/Activity Costs e.g: Refreshment	360.00	360.00	Refreshment for 36 sessions @ £10 per session		Office overhead,			Rent@£250.00 per	
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	premises cost, e .g.: office rent cost, to cover the IT room	9,450.00	0.00	month = £9,450.00 (18 months) telephone and internet access@ 25 p/month - =£450.00(18 months)	
	Capital cost e.g. photocopier	300.00	300.00	Photo coping of materials	
	Publicity cost e.g. designing and printing publicity material	140.00	140.00	Designing and printing publicity materials	
		£18,710.00	£8,920.00		
	Total Cost				£18,710.00

17. Who will be responsible for the delivery of the project?

Faith Unoarumhi
Development Director
Aidexcel Support Services

PART FOUR: DUE DILIGENCE AND ACCOUNTABILITY

18.	Is the applicant or organisation part of a constituted group / organisation?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
18.1	If no, the individual or group will need a sponsor organisation. Has a sponsor organisation been identified?	<input type="checkbox"/> Yes <input type="checkbox"/> No If yes, what is the name of the organisation?
18.2	If yes, does the proposed delivery organisation have a summary of latest accounts (Account year ending date, total income for the year, total expenditure for the year, surplus or deficit for the year, total savings or reserves at the year-end).	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
19.	Does the proposed delivery organisation have a Safeguarding policy?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
20.	Does the proposed delivery organisation have an Equalities and Diversity policy?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
21.	Are there any safeguarding issues that need to be considered?	
	NO	
22.	Are there any equality issues related to this project?	
	NO	

23.	In the past 12 months have you sought or are you seeking funding from anywhere else, including another Council department, for this project?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
23.1	If yes, please state where funding has been sought from	
	Funder: NHS London	Amount: 30,000 Date: /04/2016
	Funder:	Amount: Date:
	Funder:	Amount: Date:
	Funder:	Amount: Date:
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24.	Date 03/10/2016	