

## **Purpose**

Scottish Borders Council has allocated a total of £500,000 to the Localities Bid Fund across the Scottish Borders. This Fund will be split across the 5 Area Partnerships and support community activities decided by community vote. The purpose of this fund is to support ideas or projects which improve the lives of people living in the Scottish Borders and align to the themes of the Community Plan, which has been prepared and published by the Scottish Borders Community Planning Partnership. The themes are:

- Our Children and Young People
- Our Vulnerable Adults and Families
- Our Ageing Population
- Our Health and Wellbeing
- Our Economy and Skills
- In addition there are a number of cross-cutting outcomes
- A Local Priority (as agreed by Locality Committee)

The full Community Plan can be accessed via the following webpage:  
[www.scotborders.gov.uk/yourcommunityplan](http://www.scotborders.gov.uk/yourcommunityplan)

## **Level of Grants**

The minimum or maximum award is determined by the size of the funding pot allocation, with a cap of £5k being applied to non-constituted groups

The Localities Bid Fund will follow the guidelines and principles of 'Following the Public Pound' Code, issued in 1996 by the Accounts Commission for Scotland and COSLA.

The Code aims to help councils to ensure that they are meeting the best value criteria in their use of public money, and that any group receiving public funds provides sufficient information to enable best value judgements to be made.

## **What the Localities Bid Fund will not support:**

- Applicant organisations must not be party political
- Scottish Borders Council welcomes applications from religious organisations that want to carry out work in the community, but the Council will not fund projects or activities that are designed primarily to promote religion itself; or where people must take part in religious services in order to benefit
- Costs incurred retrospectively
- Applications from Statutory Bodies
- Organisations who aim to make a profit
- Projects not aligned to current Council policies, strategies and corporate priorities
- Projects that disadvantage any parts of the community

- We will not provide funding to projects that are already up and running (The Localities Bid Fund is seeking new and innovative projects)

## What information you need to provide

<p><b>1. Where will your idea/project be delivered?</b></p>	<ul style="list-style-type: none"> <li>• Choose the Area, in which your idea/project will be delivered, you may choose more than one.</li> <li>• Please match your idea/project to one of the themes of the Community Plan or <b>aan</b> Area Priority. You can download the full <a href="#">Community Plan</a> for further information.</li> </ul>
<p><b>2. Tell us about your idea/project and what you want to do</b></p>	<p>Tell us what your group will do and what they will undertake. <b>(tell us how you will use the money if successful)</b></p> <ul style="list-style-type: none"> <li>• What is your idea/project and how will you do it?</li> <li>• How will it benefit your community?</li> <li>• How will your community be involved in your idea/project?</li> <li>• How will you ensure your idea/project is sustainable or does it have a planned end date?</li> <li>• How will your idea/project make a difference/will anything change in your community as a result of your idea/project?</li> <li>• If your project requires a leasehold of land or building this must be secured or in process on submission of your application. If your project involves construction or refurbishment of a building you need to have heritable ownership of the land or building, or hold a lease which cannot be brought to an end by the landlord for at least 5 years.</li> </ul> <p><b>This is the important part; this is what we will use when providing a summary of all ideas/projects to voters. It is your 'sales pitch'.</b></p>
<p><b>3. Finance</b></p>	<ul style="list-style-type: none"> <li>• How much are you requesting from the Localities Bid Fund?</li> <li>• Please indicate if you have secured additional funds aside from what you are requesting from the Localities Bid Fund i.e. match funding from another source</li> </ul>
<p><b>4. Group Details</b></p>	<ul style="list-style-type: none"> <li>• The form must be completed by the main point of contact for the application. Please complete this as fully as you can.</li> </ul>
<p><b>5. Equalities</b></p>	<ul style="list-style-type: none"> <li>• It is your responsibility to ensure that you have an acceptable Equality Statement or Equal Opportunities Policy and procedures in place to ensure activities will be delivered free from discrimination and offered fairly and equitably.</li> </ul>

	<ul style="list-style-type: none"><li>• <a href="http://onlineborders.org.uk/community/thebridge">http://onlineborders.org.uk/community/thebridge</a> or for those based in Berwickshire call BAVs on 01361 883137 or visit <a href="http://www.bavs.org.uk/.org.uk/">http://www.bavs.org.uk/.org.uk/</a></li><li>• If your project involves working with children or vulnerable adults, it is your responsibility to have acceptable safeguarding policies and procedures in place. Advice on requirements can be obtained from Volunteer Centre Borders on <b>0845-602-3921</b></li></ul>
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### How to submit your application:

1. All applicants must complete the 'Localities Bid Fund' application form.
2. The application form should be submitted by email or hard paper copy to the contact on the form no later than the date specified.
3. The Borders Assessment Panel will meet to screen the projects that will go forward to the community vote. Your application will be assessed against the eligibility criteria i.e. Does the idea/project fit with at least one theme of the Community Plan or a Local Priority?

If the application successfully meets the criteria then it will be put to a community vote along with all other eligible bids.

4. All applicants will be notified within one week of the decision of the Borders Assessment Panel. A list of applicants going forward to a community vote will be published on the Council's website.

For assistance in completing this form and all other queries please contact our Grants Team at Scottish Borders Council on 01835 826659. All completed forms and attachments should be submitted Via email to [communitygrants@scotborders.gov.uk](mailto:communitygrants@scotborders.gov.uk). or in hard copy to :- **Grants Co-ordinator, Scottish Borders Council, Communities & Partnerships Team, Newtown St. Boswells, Melrose TD6 0SA.**