

## **HAWICK COMMON GOOD FUND SUB-COMMITTEE - 16 AUGUST 2016**

### **HAWICK COMMON GOOD FUND APPLICATIONS FOR FINANCIAL ASSISTANCE**

With reference to paragraph 3.2 of the minute of 29 June, Members requested a draft framework be presented at the next meeting for consideration, showing the criteria for Common Good grant funding. Scottish Borders Council's Scheme of Administration states the functions of the Common Good Fund Sub-Committee includes:-

1. The routine administration of the Common Good Fund
2. Award of grant or loans of up to £20,000.
3. Make recommendations to Council in respect of grants or loans or major items of expenditure above £20,000.

Historically, the only criteria relating to the awarding of grants was not to assist with activities relating to the school curriculum. It is also accepted that grants should be awarded for the benefit of the community. The Sub-Committee might therefore wish to consider other exceptions which could be incorporated into a draft framework, or, whether they wish to continue to make decisions on each application. A copy of the Common Good Fund application form is attached to this briefing note at Appendix A.

When a financial application to Hawick Common Good is received it is referred to the Grants Co-ordinator. If other funding is available to the applicant, the Sub-Committee is informed and this assists with the decision on the application. A copy of the Community Grant scheme application and guidance notes is attached for information at Appendix B. Equalities is a standard question in all small grant applications nationally and the Sub-Committee might wish to consider incorporating paragraph 13 into the Common Good application form.

The Sub-Committee might also wish to consider issuing an evaluation form to be completed following the project/event; a draft form is attached at Appendix C.

Judith Turnbull  
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Scottish Borders Council

9 August 2016