

XX Community Council SBC Community Fund Pot A – XX Framework

A proposal has been put forward to Scottish Borders Council (SBC) for a new, more locally controlled assessment of applications for/allocation of grants from Area Partnership Community Funds.

The proposal includes the splitting of the annual SBC Community Fund pool into two separate funds. Fund A will be allotted to specific Community Councils. Fund B will be allotted to specific Area Partnerships under a revised grant funding process mandating more direct community council involvement.

The amount tentatively designated for the XX Community Council A-Fund in 2021-2022 is £2,389.96 / £4,779.93 [delete as appropriate for your CC]. XX CC is required to establish a framework for groups within XX CC to make application for grants from the A-Fund. Further, XX CC must establish a process for assessment and approval/rejection of applications. Approved grant amounts will be submitted to the Teviot & Liddesdale Area Partnership (T&LAP) for final review.

The following is the XX CC Pot A-fund framework:

1. A 4-member Panel will be created from residents living within the XX CC area. *One member, designated as the Chair of the Panel, will be a ULHCC councillor. One member will be nominated by Hermitage Hall. ULHCC residents will be invited by public recruitment to apply for the other two positions on the Panel. The ULHCC will select those two members taking into account their experience of living within the ULHCC area and any local knowledge, skills and expertise they may bring to assist the Panel in its deliberations. Membership on the Panel is voluntary with no remuneration.*
2. Meetings, in person or by e-meeting, will be convened by the Chair as and when applications are referred to it by XX CC. Three members constitutes a quorum. Panel members must declare any conflict of interest and, in case of conflict, will not participate in any such assessment. In case of any such conflict, the XX CC may appoint another XX CC councillor to the Panel for that assessment. Applicants may be invited to participate in a meeting to support the application or respond to Panel questions.
3. Panel appointments will be for a term of two years and no member may serve more than two terms.
4. Constituted groups within the XX CC area may apply for up to £XX in any fiscal year. Unconstituted groups within the XX CC area may apply for up to £XX in any fiscal year. Once the total amount in the A-Fund is allocated in any fiscal year, no further applications will be considered in that year. Unallocated funds at fiscal year-end will be allocated to the T&LAP B-Fund.
5. Applications will be in a form determined by XX CC and submitted to SBC for an eligibility check and then referred on to the Assessment Panel.
6. Panel assessments will be in accordance with a scoring matrix determined by the Teviot & Liddesdale CCs and approved by the Teviot & Liddesdale Area Partnership. A project must provide a community benefit within the XX CC area and demonstrate wide community support.

The overall outcome of a project should demonstrate at least one of: Better quality local services/activities/facilities; Better quality environment; Creating pride in the XX CC community; Provision of better local advice/information; or, Support for groups to recover from financial difficulty. Each year for additional guidance, XX CC may also set out specific project themes or priorities linked to locality, action or place plans.

7. Panel assessments of applications and recommendations for funding or rejection will be published. The process will be open and transparent.

**XX Community Council Community
XX CC Community Fund Grants Scoring Matrix**

Project Applicant: _____

Project Name: _____

The following are the criteria to be applied and assessed by the Panel to determine funding approval.

The potential maximum score is 21 points.

The overall project assessment should be no less than 15 points to progress to funding approval.

The Panel may recommend a lower assessed project progressing to funding approval provided a clear analysis and justification accompanies the recommendation.

Criteria Score: Fully 3; Substantially 2; Partly 1; Not Met 0

1. Project outcome is clear and meets the ULHCC framework objectives ____
2. Application shows broad community support ____
3. Project outlines a positive difference/benefit to the community/group ____
4. Services/activities/facilities will be provided that do not already exist ____
5. Project meets a high and previously unmet need ____
6. Project offers good value for money and costs are reasonable ____
7. Applicant part contributes or has undertaken complementary fundraising ____

Total Points _____