

# Funding Policy

## Policy Statement

The Council is committed to distributing available funding fairly, efficiently and effectively. The purpose of this policy is to outline the Council's approach to allocating funding in relation to resourcing external bodies, community organisations and relevant businesses to assist in the delivery of the Council's strategic objectives and priorities.

## Background

The Council recognises the importance of supporting local people who are passionate about helping develop our communities and for example run organisations, clubs, provide support groups and deliver activities.

The value of local businesses is also recognised as important in helping to deliver opportunities for residents for example supporting employment opportunities.

The Council wants to ensure that communities and residents continue to thrive in this context.

This Policy therefore seeks to ensure that our communities and our area thrives and where funding is available to provide resources and support to deliver outcomes important to local communities.

The Council delivers its own funding programmes and also can deliver grant funding on behalf of third parties such as the Government.

## 1. Introduction

The Funding Policy is built on a set of principles and an understanding that:

- Funding awards are at the sole discretion of the Council but are dependent on the Council's available and agreed level of funding as part of its budget.
- Activities that are funded must be consistent with the strategic aims and priorities of the Council as set out within the Corporate Plan
- All funding applications will be determined on their objective merits. No organisation is entitled to funding because it may have been grant funded in the past or for any other reason.
- The Council will ensure proper, prudent and effective use of public money
- Contracted services must be tendered in adherence with the Council's procurement procedures
- Use of funding must be in accordance with any memorandum's of understanding or conditions which apply to the funding

## 2. Definitions

**Grant** – A grant is a financial transfer used to fund an activity that is in alignment with the Council’s objectives

**Contract for Services** – where a level of service is defined and commissioned by the Council outside a grants regime this is a conventional trading relationship established through procurement. This will be for the acquisition of goods and services from a third party.

Provision of funding may be via a grant process or via procurement.

## 3. Underpinning Principles

a) Funding will be based on need

Funding should meet local needs which have been identified by the Council or its partners or otherwise acknowledged by the Council.

Activities should be able to meet the following requirements

- Have an identified need and benefit which will support residents
- Can deliver outcomes to meet the need
- Deliver cost effective, quality service provision meeting the funding remit
- Be delivered by a credible group, organisation or individual with the ability to deliver
- Align with the Council’s Corporate Plan

b) Transparency

- All decisions will adhere to this policy and criteria within programmes
- All decisions must be justifiable and any rationale for decisions should demonstrate why organisations are funded to a particular level
- Officer decisions will be published for allocation of funding

## 4. Aims and Objectives

The aim of the funding process is

To have a consistent approach to provision of funding to support our area and community.

The objectives of the policy are to ensure that funding allocated,

- Furthers the objectives of the Corporate Plan
- Targets resources at areas of need
- Seeks to maximise leverage via match funding, where appropriate
- Provides guidance around funding

## **5. Eligibility**

Eligible costs may include (depending on the agreement to fund) for example,

- A proportion of core running costs – (salaries, heat and light, premises costs etc.)
- Programme or activity costs
- Venue hire
- Training
- Publicity and marketing
- Technical assistance
- Hire of equipment
- Travel costs
- Capital costs

Non eligible costs may include, (unless specifically covered in any agreement) for example,

- Funding to an individual
- Where funding would breach legislation
- Projects outside the area which do not meet residents needs
- Activities which are discriminatory or political
- Organisations with substantial, demonstrable unrestricted reserves
- Costs that can be claimed back from elsewhere for example where an organisation can claim back VAT
- Cost towards banking charges or repayment of debt
- Payment to individual members of the applicant group who may have a pecuniary interest
- Gifts and prizes
- Alcohol

## **6. Equality Implications**

Allocation of funding should consider equality and equity considerations so as to be able to demonstrate how it can tackle inequality and ensure the approach provides equal access across communities within the conditions associated with the funding.

Equality Impact Assessments may be used to demonstrated appropriate allocation of funding.

## **7. Breach of Offer**

If the purpose of the funding ceases to be carried out at any time during the period of funding the recipient will be required to pay back all or part of the funding.

Repayment of funding may also be required for breaches including the following

- Provision of misleading or inaccurate information during the application process or period of funding
- Where members of the recipient organisation act in a way to the detriment of the project or the Council's reputation
- Where duplicate funding from another source is obtained for the same or any part of the project
- Where fraud, bribery or corruption is undertaken

## **8. Subsidy Control Act 2022**

All allocations of funding must be in accordance with the Subsidy Control Act 2022.

A subsidy is likely to arise where

- Financial assistance is provided from public resources
- Financial assistance confers an economic advantage on an enterprise(s)
- If the financial assistance is specific i.e. confers economic on one enterprise(s) but not others
- Financial assistance has an effect on competition or investment

A subsidy control regime must be published if a subsidy may be paid.

Open call applications where anyone can apply (within the funding criteria) and use of procurement can also ensure that a subsidy is not likely to be paid.

## **9. Review of the Policy**

The Policy will be used on a three yearly basis or more frequently if required.

## APPENDIX 1

### The Process

<b>Step</b>	<b>Action</b>	<b>Remarks</b>
1.	Open call or procurement	Via appropriate media for example the Council's website or in accordance with procurement procedure rules for procurement
2.	Closing date for applications	All application must be received by the closing date
3.	Eligibility review	Applications assessed for eligibility by the team seeking to award funding
4.	Assessment and award	Applications are assessed by Members, an officer panel or individual officers to make recommendations for the decision maker where appropriate
5.	Notification of results	Successful applicants and those not successful informed
6.	Officer decision	Officer decisions published for awarding funding
7.	Letter of offer and conditions	The offer letter may attach a funding award document with conditions.
8.	Claims, monitoring and evaluation	The processing of claims is undertaken followed by appropriate monitoring and evaluation