



Local Partnership Grant Funding

A guide to the grant funding available from Local Partnerships and how to apply

Local Partnerships are a way for communities, elected members and public organisations to work together at a local level.

There are seven Local Partnerships in Renfrewshire, and they replaced Local Area Committees in 2018.

Each Local Partnership has agreed a set of Local Priorities, and each Partnership has grant funding they can allocate to support these priorities.

The aims of Local Partnerships are to:

- Make connections and networks between community groups and the wider community
- Identify, set and share local community priorities
- Listen to, consult and represent local communities
- Distribute grants to support local priorities

Grants available from Local Partnerships

The Local Partnerships consider applications and award grant funding that reflects their local priorities. The Local Partnerships look after grant funding streams that were previously overseen by Local Area Committees:

- the General Grant Fund;
- two Common Good Funds (Paisley Common Good and Renfrew Common Good); and
- the Youth Challenge Fund

It is strongly advised that organisations read this guidance before writing and submitting their applications.

You will find further information about each of these three funding streams and how to apply for them over the next few pages.

The most important thing to remember when applying for grant funding is to make sure you can contribute to at least one of the local priorities for the area you are applying to. It will be important to take time to find out about these priorities before applying. They are available [here](#).

Key dates for applying for Local Partnership funding

22 March 2021

Applications for funding are invited

Applicants write their applications reflecting local priorities

18 April 2021

Closing date for submitting grant funding applications for consideration at April meetings

May/June 2021

Local Partnerships make decisions to allocate funding from the General Grant Fund and Common Good Funds

From September 2021

Celebrating Renfrewshire - Participatory budgeting work takes place to allocate funding to youth projects

Key contacts

Questions

If you have questions about your application please get in touch with the Community Planning Team at communityplanning@renfrewshire.gov.uk or phone 07483 946613.

Submitting applications

Please submit application forms to rcgrantapplications@renfrewshire.gov.uk.

The Application Process

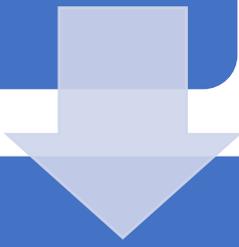
Read the Local Partnership Grant Funding Guidance and the Priorities for the Local Partnership area you are applying to.



Fill in application, ensuring you address the relevant local priorities and submit to rcgrantapplications@renfrewshire.gov.uk, together with the relevant bank statement, accounts and constitution. The deadline for applications is 18 April 2021



Your application will be considered by the Local Partnership in May/June 2021. Local Partnership meetings are public, so you are welcome to come along but you will not be required to attend, or expected to speak at the meeting. This year the meetings will be held online.



Following the meeting, you will be informed whether your application was successful or not. If you are successful, you will be asked to agree the conditions of grant and payment arrangements will be made.

The Application Form

The standard Voluntary and Community Organisations Grant Application Form is used to apply for Local Partnership funding. The form is available [here](#) (under related documents) or please contact the Community Planning team if you would like a paper copy sent to you.

The form has guidance notes in the right-hand column to help you with what information to put in each box. The notes below provide further information about how to make the best use of the application.

Section 1

- This section is for you to tell us about your organisation and what you do.
- In section 1.13 you are asked about which Local Partnership area you are applying to and where your project will be operating. In section 1.13a you should tick the Local Partnership area you are applying for funding in. In 1.13b you should write which Local Partnership area(s) the project you are applying for will operate in.
- All applications will be treated as an individual application by each Local Partnership. In this way, your activity needs to be viable as a project in each Local Partnership area it is applying to. If you are applying for funding from more than one Local Partnership area, you will either need to make sure your one application covers at least one priority from each of the Local Partnership areas applied to, or submit separate applications tailored to the priorities of each Local Partnership area applied to. If you are submitting one application to cover more than one Local Partnership area, you will need to make it clear how much funding is being asked for from each Local Partnership. This is covered in section 2.
- You should only apply for the amount of money that you require to run your project and be able to explain in your application how the full amount of funding applied for will be used.
- If you are applying for a project that primarily benefits young people aged 12-25, you should apply to the Celebrating Renfrewshire exercise in autumn 2021 that decides allocation of the Youth Challenge funding.

Section 2

- This section is an opportunity to tell us about the project you would like funding for. It is very important that you use this section to explain how you will address the priorities identified by your Local Partnership. These sections of the application will be made public through the summary reports at the Local Partnership meetings. You should provide a good description of your project in this section highlighting clearly which priorities it will address. This is information that the Local Partnership Meeting will use to decide on your application. If you are using one application to apply to more than one Local Partnership, you need to write the name of the Local Partnership applied to next to the amount requested from that Local Partnership in section 2.10.

Section 3

- This section is to make sure that you have included all the necessary supporting paperwork. Your application cannot be considered until you submit all of the correct paperwork.

Section 4

- If you are filling in a paper copy of the form to post, you can sign this section of the form. If you are doing the form online, a signature can be taken at a later date.

General Grant Fund

The grants are open to constituted local community, voluntary organisations and Community Planning Partners. The fund is intended to develop local activities and projects within Local Partnership areas. The maximum award available from the General Grant Fund is £10,000, although it should be noted that an award of £10,000 would represent a significant proportion of any Local Partnership's budget. The total amount of General Grant funding available is slightly different in each of the seven Local Partnership areas, because funding is allocated to Local Partnerships based on their population. Activities are expected to reflect the different priorities and needs in each of the seven areas.

Eligibility Criteria

Who can and cannot apply?

- Any community or voluntary organisation with a constitution and a bank account can apply. Any organisation applying should be accountable to its members.
- Community Planning Partners can submit applications for funding, but Council services cannot. Community Planning Partners should not submit applications for projects that are regarded as core functions.
- If your application is for an individual, it will not be considered.
- Your application should contribute towards at least one of the Local Partnership's key priorities. These were established by Partnerships at their March 2019 meetings and have been developed further since. Projects should be able to demonstrate real benefit to the local area by improving or complementing existing service provision.
- Organisations that work across Renfrewshire, or in a number of Local Partnership areas, can apply, but only for projects or activities which support an area's priorities, and are delivered in that area specifically.
- You cannot apply for costs of activities that have already happened.
- You cannot apply for your total running costs. You can apply to part fund running costs though.
- The General Grant Fund will very occasionally support applications to fund activities such as day trips and lunches, but only when they provide an additional community benefit (for example tackling loneliness and isolation).
- The General Grant Fund will not support projects that exist mainly to further religious or political beliefs.

- Your application must encourage equality of opportunity.
- You cannot apply to fund either a trip abroad or hospitality to other organisations.
- If you receive a grant from the General Grant Fund, it must usually be spent within this financial year.
- General Grant Fund awards are one-off and are not intended to provide ongoing funding for the same or similar activities on an annual basis.
- If you are successful in your application, you must accept and comply with the grant conditions. It is also expected that you report back on the impact the project has had once the funds are spent.
- You should plan how you will sustain your organisation, once funding from the General Grant Fund has been used.
- You cannot use the funding for events to raise funds for other charities
- You cannot use the funding to cover your Community Councils' running costs above those funded by its administration grant from the Council.
- You should provide evidence of partnership working, where applicable.

What types of activities or projects can and cannot be funded?

Activities or projects must contribute to at least one of the key priorities identified by the Local Partnership. The fund can support a variety of projects and activities. This can include supporting people back into employment; supporting young people; supporting community safety activity; supporting healthier lifestyles; tackling poverty in disadvantaged areas; and promoting equality within local areas.

These types of activities can cover an array of different projects. Examples include:

- Refurbishment of community facilities such as decorating or improving the layout of a room for community use.
- Enhancing or creating community gardens for recreational areas.
- Community events such as gala days.
- Projects that raise awareness of healthy eating and help people change eating habits.
- Projects that promote positive mental health issues.
- After school clubs that encourage development e.g. homework clubs,
- Leadership and team working skills for group members.

Common Good Funds

Common Good is funding generated from an investment portfolio where the annual income is used to support local projects. There are Common Good funds in both Renfrew and Paisley, which are distributed through the Local Partnership. In Paisley, the fund is split across the three Local Partnerships, based on the population of each area.

The general eligibility criteria for the common good funds are the same as for the General Grant Fund, although there is no specific maximum award. The main difference is that the Common Good Funds are charities and so any projects funded through the common good funds must meet their charitable objectives (the advancement of civic responsibility or community development) to benefit people in Renfrew or Paisley.

Former Youth Challenge Fund

The Youth Challenge Fund has been allocated using participatory budgeting since 2019 and is now known as “Celebrating Renfrewshire – By Young People, For Young People.” This fund will be allocated in the same way this year. This funding round will be launched separately in autumn 2021.

Frequently Asked Questions

How will funding award decisions be made?

The members of the Local Partnership in each area will make a decision on each funding application, guided by an assessment of whether the application has met the local priorities. Remember to base your application on the local priorities of the Partnership area you are applying to. Priorities are linked [here](#).

How do I apply?

Fill in a standard grant application form, which you will find on the Renfrewshire Council website. You can do this electronically and email it in or send in a completed paper copy. You should make sure you have understood what the local priorities are for the area you are applying to before completing your application.

When is the deadline for applications?

The deadline will be 18th April 2021 for consideration at the April/ May meetings.

What happens to my application after it is submitted?

Your application and documents will be checked and then stored on the Council system. A summary of your application will be prepared to include in the papers for the relevant Local Partnership meeting. If there are any queries or clarifications needed about your application, you will be contacted before the Local Partnership papers are prepared.

When will I hear back?

You will hear back after the meeting of the Local Partnership has made a decision. The decisions will be made at the Local Partnership meetings in May/June 2021. Local Partnership meetings are public, so you are welcome to come along to the meetings. You will not be required to attend or expected to speak at the meeting.

How much money can I apply for?

You can apply for a maximum of £10,000 from the General Grant Fund. If you are applying for Common Good funding, there is not specific maximum limit – but remember Common Good funding is only available in Paisley and Renfrew.

Who can apply?

Any community or voluntary organisation with a constitution and a bank account can apply. Any organisation applying should be accountable to its members. Council services will not be able to apply for funding. The wider community planning partners will be able to apply, if their project aligns with local priorities.

Can I apply to fund Christmas lights?

Unfortunately, Renfrewshire Council has very limited capacity for any further installation, storage and maintenance of Christmas lighting. If you wish to submit an application which

would require additional Council resources, you should discuss this with Council officers prior to submitting your application.

[We work across Renfrewshire, can we apply?](#)

You can apply to one or more Local Partnership. The project you are applying for, must be for the benefit of people who live in that area and the project must align with the local priorities for that area. You should focus on the areas where your project aligns most with the local priorities. You could also think about where your project is based or where most of the people using or otherwise involved in the project will be based. It might align with more than one Local Partnership area. If you do want to apply to more than one Local Partnership area, you will need to either submit separate applications or make it very clear which information applies to which Local Partnership.

[What is happening to 'multi LAC' applications?](#)

All applications will be treated as an individual application by each Local Partnership. In this way, your activity needs to be viable as a project in each Local Partnership area it is applying to. If you are applying for funding from more than one Local Partnership area, you will either need to make sure your one application covers at least one priority from each of the Local Partnership areas applied to, or submit separate applications tailored to the priorities of each Local Partnership area applied to. If you are submitting one application to cover more than one Local Partnership area, you will need to make it clear:

- How your project will specifically benefit people in each Local Partnership area applied to, and
- how much funding is being asked for from each Local Partnership.

[Is it the same process as the old LAC funding applications?](#)

There are some differences. Local Partnership grant applications must be based on the priorities for that Local Partnership area. The Youth Challenge fund decisions will be made by local young people and so follow a different process to take place later in the year.

[Is the total amount of funding the same as the old LAC funding?](#)

Yes, the total amount of funding is the same. It is still based on the population of each area, but now split between the seven Local Partnerships, rather than the five former LACs.

[What happens if money is not allocated by the end of the financial year?](#)

Where all available grant funding within a financial year is not fully committed, the balance can be carried forward only where a specific project for the forthcoming financial year has been identified and approved by the Local Partnership. This gives the Local Partnership the flexibility to set aside a proportion of its current year grant for use on a specific project the following year.

It is not intended that this year-end flexibility would be applied to carry forward a general underspend of available grant for which no specific purpose has been identified or approved.

What happens if organisations that are members of Local Partnerships apply for funding?

Organisations that are members of a Local Partnership can still apply to that Local Partnership, but they will not be allowed to speak to the application at the decision meeting and will not be allowed to vote on their own application.

If I am unsuccessful, where can I find other sources of funding?

There are other sources of funding for community groups and people who can help you in accessing it or building your capacity more broadly.

Engage Renfrewshire can be found at <https://www.engagerenfrewshire.com/> or by telephone on 0141 887 7707.

The **Invest in Renfrewshire Communities Team** can be contacted by email on Econdev.community@renfrewshire.gov.uk, via their web page www.investinrenfrewshire.com/communities or by telephone on 0300 300 1180.