

Ards and North Down Borough Council **A Guide to the Good Relations Grant Programme 2022-2023**

1. Background

Ards and North Down Borough Council's Good Relations Unit, sits within the Council's Community and Wellbeing Directorate. The Council is committed to building on the previous Good Relations work across the Borough by delivering a comprehensive programme of events, training and initiatives that will work proactively to deliver a shared and better future for all.

Ards and North Down Borough Council aims to work with the community to bring this vision forward. Local community groups and the voluntary sector are invited to apply for funding to deliver good relations/good race relations projects. There may also be opportunities for partnership working between statutory agencies, the voluntary and community sectors, using community development approaches to deliver innovative good relations/good race relations endeavours.

Grant applications will be considered up to a maximum of £1,000 and subject to budget availability

2. Guidance notes

The Council wish to continue to support local groups to build on their good practice, so that a variety of exciting and innovative projects can take place locally. Through commitment to good relations and community development work, groups and individuals from different political, racial and religious traditions have been enabled to engage with one another in ways which:

- Develop understanding, trust, equality & fairness
- Build confidence & inclusion
- Encourage meaningful dialogue and sustainable relationships based on the principles of equity, respect for diversity and Interdependence

Equity is a commitment to fairness, ensuring equality of access to resources, structures and decision-making processes and those actions to secure and maintain this.

Respect for diversity supports the value derived from understanding and accepting differences, between people of different religious, ethnic or political background.

Interdependence is the recognition by groups of their obligations and commitments to similar groups and of how community experiences are inter-connected.

3. Good Relations Small Grants Programme

Applications should focus on delivering Good Relations Outcomes under at least one of the following key priorities from Together: Building a United Community (TBUC) framework and the relevant Project Outcomes. Applicants who fail to demonstrate how their proposal meets the Project Outcome will have their application rejected. The responsibility to provide sufficient detail in any application for Council's consideration rests with the applicant.

T:BUC Key Priorities

- Children and Young People
- Our Shared Community
- Our Safe Community
- Our Cultural Expression

In accordance with the Ards and North Down Borough Council Good Relations Strategic Plan, all applications must demonstrate that their project meets the project outcome associated with the key priorities below:

- **Children and Young People T:BUC Outcomes 1.1 and 1.2**
 - To continue to improve attitudes amongst our young people and to build a community where they can play a full and active role in building good relations.
- **Our Shared Community T:BUC Outcomes 2.1 and 2.2**
 - To create a community where division does not restrict the life opportunities of individuals and where all areas are open and accessible to everyone.
- **Our Safe Community T:BUC Outcomes 3.1 and 3.2**
 - To create a community where everyone feels safe in moving around and where life choices are not inhibited by fears around safety
- **Our Cultural Expression. T:BUC Outcomes 4.1 and 4.2**
 - To create a community which promotes mutual respect and understanding, is strengthened by its diversity and where cultural expression is celebrated and embraced.

Your project should relate to the group/organisation's strategy for sustainable good relations work.

4. Examples of Good Relations Work

Single Identity Work refers to activities that do not cross traditional community boundaries. It aims to increase confidence within a community so that people are better able to define their identity and needs in relation to others. Good Relations work of this

type challenges long-held, unquestioned stereotypes that are no longer appropriate within the wider community and should open up channels of communication within and between communities. Applications from community groups for single identity work must demonstrate that their project is aimed at developing the capacity of the single identity group to engage with that which is different.

Cross Community Work involves the bringing together of groups or individuals from varying racial and religious communities to engage with each other in ways which openly challenge perceptions, develop understanding, encourage dialogue and sustainable relationships based on equity, respect for diversity and Interdependence.

Cultural Diversity Work encourages positive awareness of difference and diversity both between and within communities. It explores different identities and cultures and promotes inclusive discussion and debate. Cultural diversity work challenges the negative stereotypes that sustain division and conflict in our society.

Good Relations work is inclusive of culture, it deals in areas such as history, language, drama, music, performance, literature and community arts.

5. Who can/cannot apply?

Many different types of groups are eligible to apply:

- Constituted community and voluntary organisations
- Partnership/inter-agency groups
- Church and other religious groups may apply for projects that meet the objectives of the funding scheme.
- Constituted residents groups

The following groups cannot apply:

- Statutory organisations
- Individuals
- Sports clubs (Redirected to ANDBC Sports Development).

6. Conditions of Grant

Groups seeking funding for a project, event or activity must fulfil the following conditions:
All grants are subject to budget availability.

- Applicants must demonstrate that their project will target groups, communities or organisations within Ards and North Down however applicants can demonstrate

partnership working within other Council areas for the purpose of cross community work, should they be unable to partner with a group within the Borough.

- The group or community must have its own constitution and management committee, and it must produce an annual report and audited accounts, copies of which are to be submitted along with the application.
- The group or community must have a satisfactory Safeguarding Children and Young People Policy and/or Adults who may be Vulnerable Policy in place. If necessary, the group can agree to follow the Terms of the Council's Safeguarding Children and Young People Policy and/or Adults who may be Vulnerable Policy to meet this requirement.
- The group or community must provide a monitoring and evaluation report of the event or project for the Council. **To assist with monitoring, pre and post questionnaires will be supplied for each project. It is the groups responsibility to ensure they have these prior to the start of the project, and they are returned fully completed with the claim.**
- The group or community must acknowledge the funding of the Council and The Executive Office involvement on all publicity material relating to the project.
- Any award offered must be used for the purpose stated on the application form, otherwise the Council may ask for the grant to be repaid.
- Council reserves the right for its internal audit service to audit the event/organisation records.

7. Application Process

Grant Aid will be made available for the Good Relations Grant Programme annually by way of public advertisement. The following principles will govern the application process:

- Application forms received after **4pm on Thursday 7th April 2022** may not be considered.
- All applications must be submitted on the formal application form and signed by a named contact person within the group.
- Groups must use a separate application form for each grant/each project applied for.

- Programmes should only be delivered in line with government guidelines in relation to COVID-19 and social distancing. A range of up to date advice can be found at www.nidirect.gov.uk
- **It is advisable to have an alternative format for delivery in case of restrictions by Covid 19 Guidelines**
- Each application will be acknowledged within five working days of receipt.
- Good Relations staff will prioritise grant requests using a scoring system based on the stated criteria and will make recommendations for Council consideration.

8. Scoring Criteria

Ards and North Down Borough Council's Good Relations Grant Programme aims to support, encourage and facilitate activities which enhance and develop community relations within Ards and North Down and which promote good relations between persons of different political opinion, racial group or religious belief.

Calls for applications are normally made annually and each 'call' for application will be advertised in the local press and on the Council's Website.

Applications must meet **ALL** of the following five measurable criteria; applicants who fail to demonstrate how their proposal meets any one of these will have their application rejected; the responsibility to provide sufficient detail in any application for Council's consideration rests with the applicant:

1. **Demonstration of need** –You must demonstrate that there is a need for your proposed project, and if so how has this been demonstrated? You should reference community surveys, public meetings, focus groups and/or external statistics such as PSNI Hate Crime or Neighbourhood statistics, community plans, local knowledge or history of poor community and race relations in your area.
2. **Participants** – Tell us what groups you are targeting, including background and in what area(s). If single identity work, please provide justification.
3. **Project Activity** - Thinking about the key priority and outcome(s) your project will contribute towards, tell us about the activities to be undertaken
4. **Financial viability** – You must submit a secure financial proposal with a clear breakdown of “total” project costs. You must also acknowledge any other grant

funding or income and the source of the grant aid. You can include 'in kind' contributions such as the free use of Church halls etc. Your proposal must represent value for money.

(grant applications will be considered up to a maximum of £1,000)

- 5. Benefits, Opportunities and Inclusion** – Tell us how your project will provide benefits and opportunities for people to improve their knowledge and understanding of Good Relations issues and how it will promote inclusion and encourage people to play an active role in Good Relations (see guidance note 2)

Assessment of applications will be made using a system that measures and scores 0-4 on each of the criteria listed above. Applicants should note this is a competitive process and all grant awards will be determined based on the information contained in the application form, subject to the availability of funds and may be subject to change.

All grants are discretionary, awarded on a one-off basis and must be spent on the delivery of the approved project by **31st March 2023**.

9. Payment

- Ards and North Down Borough Council will release, **subject to budget availability**, up to a maximum of **80%** of the total grant awarded on receipt of a signed and accepted Letter of Offer. The remaining **20%** (or balance of the grant) is payable on satisfactory completion of the project and on submission of the following:
 1. **Original** receipts and/or invoices
 2. Breakdown of actual income and expenditure
 3. Copy of recent bank statement clearly showing 100% grant funding spend in accordance with the Letter of Offer
 4. Written monitoring/ evaluation of the project
- All original receipts/invoices must be either till receipts or on company letterhead including unique tax reference. All expenditure will be vouched.
- **Council reserves the right to claw back any payments made to the applicant that it deems to be ineligible expenditure or underspent.**
- Grant monies should be spent by **31st March 2023** and claimed **with all supporting documentation submitted to Council within 4 weeks of project closure.**

- Grants must be spent during the 2022/2023 financial year.

10. Appeals Procedure

Requests for grant aid, which have been rejected by Council, may be appealed by written submission to the Good Relations Officer. Further details can be found at www.ardsandnorthdown.gov.uk

11. Restrictions

The Good Relations Unit is **not** able to provide grant aid to any project, activity or event in the following categories:

- Applicants should not have already obtained funding from NI Community Relations Council (NICRC) for their project and must not subsequently approach NICRC for further support
- Grants to groups should not cover costs incurred outside Northern Ireland or for activities solely to promote cross-border relationships
- Fundraising projects, events or activities that are heavily branded with charity branding or deploy potential sources of income from a festival or event to a charity
- The work of recognised national charities
- Projects, events and activities undertaken outside the specified award period
- Projects, events and activities where the primary benefit is outside the Borough
- Projects, events and activities not compliant with the Good Relations aims and objectives.
- Festivals or Fun Days.
- Organisations not legally established in the UK
- Work which is clearly the responsibility of another statutory body
- For the repayment of debts, or the payment of insurance and utility bills
- Capital projects

- Salaries and uniforms
- Ongoing running costs
- Commercial and profit making ventures
- Purchase of equipment unless it can be demonstrated that the equipment is an integral element of the project
- Requests from individuals
- Retrospective applications
- Single identity religious services
- Educational establishments
- Firework displays
- Provision of alcohol

(This list is not exhaustive)

12. Contact Details

For more information or advice, please contact the Good Relations unit on email:

donna.mackey@ardsandnorthdown.gov.uk
goodrelations@ardsandnorthdown.gov.uk

or Tel: 07970847772
or Tel: 07795494931

13. Closing Date/Time

Fully completed and signed applications must be submitted via email to goodrelations@ardsandnorthdown.gov.uk or in hard copy to:

Ards and North Down Borough Council
Good Relations Unit
Unit 5, Conway Buildings
16 South Street
Newtownards, BT23 4JT

No later than 4.00pm on Thursday 7th April 2022