

## RIBBLE VALLEY BOROUGH COUNCIL REPORT TO COMMUNITY SERVICES COMMITTEE

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meeting date: 24 AUGUST 2023

title: GRANT CRITERIA

submitted by: ADAM ALLEN DIRECTOR COMMUNITY SERVICES

principal author: MARK BEVERIDGE, HEAD OF CULTURAL SERVICES

### 1 PURPOSE

1.1 To ask Committee to amend the grant criteria for the Council's Culture and Recreation Grants.

1.2 Relevance to the Council's ambitions and priorities

- Community Objectives - To help make people's lives healthier and safer.
- Corporate Priorities - To sustain a strong and prosperous Ribble Valley.
- Other Considerations – The grant scheme is a popular programme that helps groups in many cases gain external funding that benefits residents.

### 2 BACKGROUND

2.1 The Council has provided grant support to a range of groups over many years through the Recreation and Culture Grant scheme. The overall budget was £31,140 in 2022/23. Grants have been used to great effect with clubs and village halls for example, often being used as match funding for major projects further increasing investment in the Borough. Due to the grants provided, organisations have sought funding from sources such as the National Lottery and Arts Council.

2.2 The criteria are amended periodically to ensure their relevance and to ensure that they are clear to those applying. The proposed changes in this report are a further amendment to ensure the criteria remain current and remove any confusion that may exist with applicants.

2.3 The FAQs have also been amended to provide greater clarification and support for prospective applicants. The revised FAQ's are shown in appendix 2.

### 3 ISSUES

3.1 As the budget is public funding, it is essential that the criteria applied are robust and fair to all groups. It is also important that applicants know exactly what is required when applying for and receiving a grant. The grant application form has been further updated to provide this clarity and this is shown in appendix 1.

3.2 The primary changes can be summarised as follows:

- Making it clearer to applicants they will need to provide receipts for the work they have been granted funds for.
- An evaluation of the impact the funding has made to the organisation and the people which is impacts.
- Making it explicit that the Council grant funding will not normally be provided in advance to any organisation.
- That the Council grants cannot be used for revenue support or day to day running costs of an organisation or general maintenance.
- Placing a bar on year-on-year applications from the same organisations.

#### 4 RISK ASSESSMENT

4.1 The approval of this report may have the following implications.

- Resources – The grants are budgeted for in the overall Council budget.
- Technical, Environmental and Legal – There is a member grants panel which meet to determine the grant allocation prior to submission to Committee for approval.
- Political – None arising as direct result of this report.
- Reputation – The grants are very well received by the organisations involved and can provide a great impact for a relatively small amount of money. The grants also contribute to a wide range of varied projects taking place, which could not take place without the Council’s support. It is important that they are accessible to as many organisations in the Borough as possible, that the same applicants are not receiving sums regularly and that the process is robust and fair.
- Equality & Diversity – This is inherent within the grant criteria.

#### 5 **RECOMMENDED THAT COMMITTEE**

5.1 Approve the proposed amendments for the grant criteria.

Mark Beveridge  
Head of Cultural and Leisure Services

#### BACKGROUND PAPERS

None

For further information please ask for Mark Beveridge 01200 425111

Appendices:

Grant Application Form  
Grant FAQs