

Grants + Funding

Questions about Positive Activities Subsidy (PAS)

Frequently Asked Questions

South Gloucestershire Council is able to give grants to voluntary, community and social enterprise organisations and town and parish councils to help them with their projects. The project must have community involvement and be local or extend across the whole of South Gloucestershire.

This document provides answers to the most commonly asked questions and explains what you can use the Positive Activities Subsidy for.

Are there any restrictions?

Generally, applications from organisations that are based outside South Gloucestershire are not accepted unless the project benefits South Gloucestershire residents.

Applications can only be accepted from voluntary, community and social enterprise organisations or Town and Parish Councils.

The organisation must be registered to the grants on-line system.

Organisations cannot apply for a grant to cover the cost of an item that has already been bought or for a project that has already been completed.

What is the Positive Activities Subsidy?

This fund has been set up by South Gloucestershire Council's Children, Adults and Health (CAH) Department to provide grants to encourage and enable young people's participation in positive activity across South Gloucestershire.

What is meant by positive activities?

Structured activities that include, but are not limited to:

- sports and physical activities
- creative dance/drama/arts projects
- workshops and training
- club and society activities
- volunteering activities

Unstructured activities that include but are not limited to:

- those that young people choose to engage in during their leisure time (including, for example, going to the cinema and other similar leisure pursuits).

The purpose should be to enable young people to voluntarily take part in, or initiate, planned and purposeful activities that clearly benefit their health, learning or social and personal development aims.

This will normally involve practitioners or peer-leaders who regularly engage with young people on a one-to-one or group basis and provide or lead on recurring opportunities for participation.

This could be achieved by a programme of activity (for example residential events) leading to a regular programme of activities or encounters (including taster sessions), or by referring young people to other activity providers.

Who can apply?

The funding is for organisations working with young people 13-19 years of age (up to 25 years for young disabled people), who live, work or study in South Gloucestershire. The project should be accessible, affordable, wanted and valued by young people.

General eligibility

To apply for the Positive Activities Subsidy your organisation does not have to be a registered charity, as long as the work it does has charitable aims, and you must have a governing body or committee with a minimum of three members responsible for delivery of the project.

Funding eligibility and criteria

Each application will be treated on its own merits and assessed against the main principles and criteria agreed by the Children and Young People Committee.

Applications must be

- for young people aged 13-19 (up to 25 years for young disabled people)
- from an eligible organisation or group of young people
- provide a range of social, recreational and/or educational activities
- accessible, affordable, wanted and valued by young people
- evidence how young people will take an active leadership role in project implementation
- complement but not duplicate other provision in the local area
- evidence some forward planning and sustainability of the project

Priority will be given to organisations that can demonstrate that young people have been consulted with and involved in selecting the activities; and have contributed to the planning and decision making process.

Particular consideration will be given to applications which demonstrate clear benefits to young people who may be experiencing additional barriers to accessing positive activities; and those which actively encourage participation of young people from different equality groups.

What we don't fund

- individuals
- general appeals
- statutory organisations or the direct replacement of statutory funding
- political groups or activities promoting political beliefs
- religious groups promoting religious beliefs
- overseas travel
- arts projects with no community or charitable element
- sports projects with no community or charitable element
- medical research, equipment or treatment
- animal welfare
- projects that take place before an application can be processed
- activities that are intended to raise funds for other organisations.

Please note that applications to cover costs for vehicles, conferences and exhibitions are usually given low priority.

General requests for contributions towards the core running costs of an organisation that are not related to a specific project (eg staff, premises, core services), are also usually given a low priority.

However, the organisation’s particular circumstances will be taken into consideration when assessing the priority of an application.

What is the maximum amount I can apply for?

PAS awards range from under £1,000 to over £10,000. It is best if you contact the Grants Helpline prior to submitting an application to enquire about available funds.

If we are successful, is there a time limit for us to spend the award?

All projects must be completed by the end of the financial year unless continuation grants have been awarded. The financial year is from 1 April until 31 March.

How do I apply?

Online through the grants system. All groups must register before an application can be submitted.

It is a grant condition that you include your governance document, accounts and policy documents with your registration. If you need further advice and support with developing any of the listed policies, contact CVS South Gloucestershire for advice and training (contact details given below).

<i>Accounts</i>	Either audited final accounts; profit and loss and balance sheet; or income and expenditure account
<i>Governing document</i>	These are your organisational ‘rules’ and include Constitution or Memorandum and Articles of Association
<i>Equality and diversity policy</i>	It is a requirement for all organisations to have an equality and diversity policy in place. Please submit a copy with your Registration or provide an explanation of its development.

<i>Safeguarding policy</i>	It is a requirement for all organisations to have a safeguarding policy in place which covers the organisational responsibility for working with children and vulnerable adults. Please submit a copy with your Registration or provide an explanation of its development.

Can we apply for part-funding of a project?

Yes, but you will need to be able to provide us with proof of any other contributions that you have been awarded or applied for.

We can't contribute cash, but our volunteers give their time and we have donations in kind from our community. Is this taken into account?

We look at all aspects of your group to see how well you are supported and engage with the community. Your contribution can be made by calculating the value of volunteering time as well. An explanation of how to work this out is given in the Application Guidance.

Who makes the decisions on applications?

With help and advice from specialist assessors, councillors make those decisions at public Area Forum meetings. You will be invited to attend a meeting and given the opportunity to make a short presentation to the councillors.

How long does it take to get a decision once I have submitted an application?

It can take from four to six months before a decision is made.

If we are successful, how soon do we get the money?

Once the councillors have made their decision, we will confirm this in writing. Your money will be paid by BACS directly into your organisation's bank or building society account.

What will happen next?

Once we have received your application it will be assessed by Council officers and specialist assessors. We may contact you for more information during the assessment. All applications will also be viewed and assessed by a local Youth Assessment Panel. This will pay particular attention to how the project has involved young people in the decision making process and their level of leadership in project implementation. It will produce a summary report which will be included in the reports to the Local Area Forums.

Is there any follow up?

Depending on the level of funding you receive (but generally six months after you receive your award) you will be sent a monitoring and evaluation form, and once again towards the end of the funding period. These forms will enable you to report on engagement, learning and the impact of your project and explain how the grant was spent.

Where can I get more advice about the Positive Activity Subsidy? (All contact details are in 'More Information' see below)

The Grants Helpline is open Monday to Friday, 9am to 4pm.

You can contact CVS South Gloucestershire for training, policy development and advice on other funding sources.

The following strategic documents may also be of help to you and these can be downloaded:

- The Council Strategy 2012 2016
- South Gloucestershire Compact July 2014

More information?

Grants Helpline	01454 865865
-----------------	--------------

Email enquiries	grants@southglos.gov.uk
-----------------	-------------------------

CVS South Gloucestershire	01454 865 250
---------------------------	---------------

Minicom	01454 868 010
---------	---------------

SMS text	07950 080 111
----------	---------------

Free internet access is available at all South Gloucestershire libraries

This information can be made available in other formats. Please phone 01454868009 if you need help to access Council services.

The **South Gloucestershire Compact** is an agreement to support partnership working between the public sector and voluntary, community and social enterprise organisations. Visit our website at <http://www.southglos.gov.uk/community-and-living/stronger-communities/the-south-gloucestershire-compact/> for more information about how the Compact can help you.

Questions About Positive Activities Subsidy April 2015