



Comhairle Ceantair
Lár Uladh
Mid Ulster
District Council

Mid Ulster District Council Grant Aid Guidance January 2019

Mid Ulster Council will open its Grant Aid Programme around January - March each year through placing a notice in the local press, Council website and contact through its community group database.

Please note some grants will open quarterly and some will be rolling throughout the year. Rolling programmes should be submitted 6 weeks in advance of activity.

The Festive Lights Funds will be advertised later in the year.

It is important for groups to forward plan and submit early applications.

Local Office Contacts

Sports

Small Sports Grant

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Sports Representative Teams and Individuals

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Strategic Sports Development Grant

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Sports Capital Grant

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Arts, Heritage & Community Development

Small Arts, Culture, Heritage and Community Grant

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Strategic Community Development Grant

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Community Venues Grant

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Strategic Arts & Culture Development Programme

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Events & Festivals

Community Local Festival Grant

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Strategic Event Grant

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Good Relations

Good Relations Small Grant

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Grants 2019 – 2020

Category 1 One call Only One Grant in Category	Category 2 Rolling programme (exception of Strategic Events) – One Grant in Category	Category 3 * Sporting Organisations One call (exception of sports representative)
<p>Strategic Arts & Culture Grant Maximum £20,000, 80% arts & culture group & dedicated performance space</p> <p>Strategic Community Development Grant Maximum £8,000</p> <p>Arts, Culture, Heritage & Community Small Grant Maximum £1200</p> <p>Community Venue Grant (incl. activity) Maximum £3000, Budget 80% Community development & greater than 10 hours weekly activity</p>	<p>Strategic Events Grant Maximum £8,000 Minimum 1000 people</p> <p>Good Relations Grant Maximum £1200 Rolling programme</p> <p>Community Local Festival Grant Maximum £1200 Rolling programme</p>	<p>*Sports Small Grant Maximum £1,500,</p> <p>*Sports Representative Grant (Individual & Teams) Maximum £250 & £500 Rolling Programme</p> <p>*Sports Capital Grant Maximum grant £5000 To be matched 50%</p> <p>Strategic Sports Development Grant Maximum £20,000, (Governing Bodies only)</p>

Groups can only apply to one programme per year to Categories 1 and 2. Sports groups can apply to all Category 3 programmes designated with an * and one programme in Category 2 only.

All grants will have a requirement on the application guidance that they must speak with the identified officer before they submit their application to allow for support and ensure groups are applying to the correct grant.

Grant Eligibility Conditions

1. Groups applying for a grant must be a not for profit constituted community or voluntary organisation with an annual AGM, individuals can apply to the sports representative grant only.
2. Funding cannot be allocated for a project or venue where an existing SLA exists with Council for a project, building or facility.
3. Groups will only be able to apply for a grant as per the categories, this is to maximise the funding allocation to as many groups as possible.
4. The same project cannot be split across different grant categories.
5. Statutory and 'for profit' organisations, activities and recipients (incl. activities that receive statutory core provision are not eligible for grant).
6. Regional groups/organisations are not eligible to apply.
7. Applications that are not completed accurately and in full will not be considered.
8. Religious or political activity cannot be funded under any grant.
9. All applicants must present a project that will take place within the MUDC area (except Sports Representative Grant as detailed within this section).
10. Applicants must present a project that will be delivered between 1st April and 31st March each year.
11. Evidence of good management practices/policies, including annual AGM, Group bank account, financial management practice, insurances, etc. will be required.
12. Successful applicants will draw down grants retrospectively based on vouched expenditure, with procurement adhered to. Advance payments will be 50% up to £1,500 and 25% up to £10,000 with final verification of all expenditure. Phased payment for grants of the 25% advance level can be considered.
13. Group recipients should not have a membership charge for its users accessing its community provision greater than £250.
14. Group recipients should have no element of profit gain to any member or individual of its Committee.

The following items are not eligible for funding:

Hospitality greater than 20% of the grant threshold	Bad debt, loans, bank charges, deficits or arrears in payments of any organisation	Flags or bunting Alcohol	Groups or activities that discriminate against any section of the community
Activities, equipment or events that duplicate what already exist or that are covered by other funding	Salaries	Retrospective funding applications	Residential courses or training greater than 20% of funding sought
Celebrity appearances	Late applications	Gifts or donations	Reclaimable VAT or other costs

Grant Criteria: Category 1

Small Arts, Culture, Heritage & Community Grant (Threshold £1,200)

To support local communities deliver a range of local arts, culture, heritage, community projects for their local area.

1. Arts, Cultural, Heritage, Community activity and participation
2. Contribution to arts, culture, heritage, community development in the area
3. Increase and widen participation, addressing social inclusion and diversity
4. Contribution to volunteering and volunteer development

Strategic Arts & Culture Grant (Threshold £20,000)

To support strategic arts and culture organisations that play a key role across the Mid Ulster District Council area in the development and delivery of arts & culture activity through the delivery of their own programmes utilising their own dedicated arts & culture performance spaces. The service must:

1. Provide the structured delivery of an annual arts and culture programme within the organisations own performance space/theatre.
2. Provide accessible arts and culture development opportunities of a strategic nature that is providing for a large number of people across Mid Ulster.
3. Provide 100% dedicated arts & culture activity & be delivered by a dedicated arts & culture group.
4. Provide at least bi weekly arts and culture activities.

Strategic Community Development Grant (Threshold £8,000)

To support strategic community development organisations that provide for the Mid Ulster area. Groups delivering to the same area should submit a partner application to avoid duplication.

1. Level of Community Support Activity
2. Level of benefit – number of beneficiaries
3. Targeting of deprivation and social need
4. Quality and level of provision
5. Level of geographic coverage
6. Value for Money

Community Venue Grant (Threshold £3,000)

To support local communities to make available their premises and community centres for the use of the wider community. Venues applying to the grant must be used for a minimum

80% community development activities.

1. Community beneficiaries (number of community beneficiaries and groups)
2. Level of community usage per week
3. Level of community activity
4. Shared space usage
5. Value for Money

The venue must be open greater than 10 hours per week and the grant can be used for community development activities and projects at 20% of the funding allocation.

Grant Criteria: Category 2

Strategic Events Grant (Threshold £8,000)

To support a number of strategic events that are providing for the whole of Mid Ulster District and are of a significant nature to bring people to the area and to promote the area at a regional level.

1. Social, Regeneration and Economic Return
2. Event Development
3. Promotion of Mid Ulster
4. Event Management Experience
5. Level of promotion of good relations and Inclusion
6. Value for Money

Note events with a target audience under 1000 people or events that are not receiving regional tourism attendance and coverage would be a local community festival event.

Good Relations Grant (Threshold £1,200)

To support local communities deliver on good relations in line with the Government Together Building United Communities Strategy.

1. Contribution to the Good Relations TBUC themes : Our Shared Community, Safe Community, Cultural Expression through increased use of shared spaces and services
2. Contribution to Core Good Relations, addressing sectarianism, racism and prejudice through provision of increased shared space
3. Level of Community Benefit and Participation in existing shared space through increased activity
4. Targeting of Social Inclusion and deprivation through access to shared space and improved access to activities/events.

Community Local Festival Grant (Threshold £1,200)

To support local communities deliver a local festival in their area bringing people from across the area together.

1. Level of Community Benefit and Participation (number of days, activities)
2. Number of beneficiaries (local and neighbouring areas)
3. Promotion of Good Relations and Social Inclusion
4. Festival Development

Grant Criteria: Category 3

Small Sports Grant (Threshold £1,500)

To support recognised Sports NI sports clubs (affiliated to their governing body of sport) to develop and promote their sports and recreation provision within their club and to seek to increase participation through a range of activity including the Every Body Active Programme target groups; Women & Girls, People with Disabilities and Areas of Social Need complementing general Sports Development.

1. Level of sports activity and beneficiaries
2. Level of targeting of Women & Girls, People with Disabilities & Areas of Social Need
3. Contributes to promoting fitness and wellbeing and sports development
4. Other general activity provided to the community to engage and increase participation

Sports Representative Individual and Team Competitive Grant (Thresholds £250 / £500 respectively)

To support Individuals who have been selected by their governing body to participate in a representative team or individual sport at provincial, national, all Ireland or international level, with eligible costs (accommodation, travel, food), to a maximum of a £250 grant may be available. Applicants must be resident within the Mid Ulster District Council area for a period of 6 months prior to the period of the grant application.

To assist recognised Sports NI sports clubs (affiliated to their governing body of sport) who are travelling to compete in a recognised (by Governing body) representative (of District/County) sporting competition. A grant for eligible costs (travel, accommodation, food) to a maximum of £500 may be available. The team must have qualified in a recognised competition by the governing body of this sport, and must be representing the District / County. The event/competition must take place outside of NI.

Sports Capital Grant (Threshold £5,000)

To support local sports clubs/groups develop their sporting facilities and provision through capital and equipment funding support. Eligibility:

1. The fund is for not for profit constituted sports groups with the primary objective of providing sports for the Mid Ulster District.
2. All statutory consents and public procurement is in place.
3. Actual project cost quotations are provided with the application.
4. A maximum contribution of £5,000 is available per project, with a minimum match contribution of 50% (e.g. if seeking £5000 it must be a minimum £10,000 project).
5. For sports capital items or a one off piece of equipment of a value greater than £1000.
6. Groups can only apply to this grant once every 2 years.

The Sports Capital Grant is to provide a significant benefit to the local community:

Sports Development– supporting the development and enhancement of sports and sports groups across Mid Ulster.

Sports Wellbeing /Provision– increasing the number of beneficiaries of sport, and contributing to the physical fitness and wellbeing of people across the District.

Social Need/Social Inclusion – targeting those most vulnerable.

Sustainability – supporting the long term sustainability of sporting facilities and groups.

Council Corporate Plan – contributing to the Council's Corporate Objectives.

Sports Strategic Development Grant (Threshold £20,000)

To support Governing Bodies that play a key strategic role across the MUDC area in developing their affiliated Clubs. It aims to provide Grant Aid to those Governing Bodies that provide direct support to Clubs across the area in increasing participation rates and improving playing standards through the employment of a Sports Coach. The service must:

1. Provide structured delivery of an annual development programme of a main sport.
2. Be delivered through a recognised NI Sports organisation; through or in partnership with a sporting governing body; with no duplication of coverage within the same area or targeting of the same groups.
3. Provide accessible sports development opportunities of a strategic nature that is providing for a large number of people across Mid Ulster.
4. Provide the programme through a partnership approach with local clubs and groups.
5. Provide a minimum of 50% dedicated sports officer to the area of coverage in Mid Ulster.
6. Provide match funding of a minimum 50% to the sports development programme targeted within the Mid Ulster District.

7. Provide for an active sport within Mid Ulster.
8. Liaise with Mid Ulster District Council Leisure Development Unit.

Appeals Process

An appeals process will be available for unsuccessful applicants. There will be no right of appeal in relation to the level of funding granted however appeals can be made on the basis of:

- That the stated process has not been followed.
- That the application has been rejected on the basis of eligibility criteria which had been applied incorrectly.
- That the scoring against the criteria for the programme has not been undertaken correctly.

Appeals can be undertaken in two stages if required:

Stage 1—an appeal must be lodged in writing within 10 working days of the date of receipt of a rejection letter. In the first instance the appeal should be submitted to the Grants Unit who will take responsibility for allocating this to the relevant senior officer. In all cases the appeal will be reviewed by the senior officer and a determination reached within one week of receipt of the appeal. If the appeal is upheld the project will be reassessed and an appropriate letter of offer issued. If the appeal is not successful the applicant will be informed and given the right to take the appeal to Stage 2 if required.

Stage 2 – if the applicant is still not satisfied he or she can request a review by the Strategic Development Committee who will review the process and application and present its recommendation to Council for ratification. The decision taken by Council will be final.

Grant Evaluation

Monitoring and evaluation seek to ensure that funding delivers the required outcomes, that it is used as agreed and to provide a feedback mechanism to improve decision making.

Monitoring should seek to ensure that;

Value for money is achieved.

The predicted outcomes are delivered.

Council has received adequate communication/promotion

Procurement has been met

Where instances arise where outcomes are not being met, the officer will support the Group to address any issues.

Monitoring will include completion of an evaluation and monitoring form. A visit by an officer will be undertaken to some projects and this will be informed prior to the visit, where possible. For festivals and events the officer may attend.

Grant Verification

Grant verification will be undertaken through the completion of a claim form and reconciliation of claim to project application and activity.

Micro Grants (grants up to £1,500) will be paid when valid receipts are received & checked. A 50% advance will be issued to groups with final verification of all invoices before the balance of the grant is paid.

Small grants £1,500 - £10,000 financial verification will take place based on valid receipts being checked against agreed project expenditure. A 25% advance will be issued to groups with final verification of all invoices before the remainder of the grant is paid.

Verification will include completion of a claim form, signed by relevant people within the organisation, along with valid receipts and invoices.

Officers may undertake a verification visit to confirm full project spend allocation as per detailed within an application.