

# Frequently Asked Questions



Information about the funds is available on the Police and Crime Commissioner's website at this page: <https://www.cheshire-pcc.gov.uk/what-im-doing/safer-communities-fund/>

**Please keep an eye on this page. We will update these FAQs as the process continues to stay up-to-date with the questions you are asking.**

## Index of Questions

1. **What is the deadline for applying for funding?**
2. **Do I need to speak to my local PCSO or Police Officer about the project?**
3. **Do I need to use the application form on the website?**
4. **When will I know if my application has been successful?**
5. **Our project received funds from the previous Safer Communities Fund, can I still apply?**
6. **We are a consortium applying for funds; can one of the members apply separately for funding?**
7. **Can I apply for this fund if my organisation is not based in Cheshire?**
8. **Can local councils and parish or town councils apply?**
9. **Can Housing Associations apply as they are not listed as a statutory organisation and similarly are not a commercial enterprise either?**
10. **Can Community Interest Companies and social enterprises apply?**
11. **Will applications for capital projects be supported? What counts as a capital project?**
12. **Can I apply for staff or volunteering costs?**
13. **Can I submit an application for funding at any time of the year?**
14. **Are there any criteria that could definitely exclude my application from being successful?**
15. **What happens after I submit my application?**
16. **Do I need match funding?**
17. **What should I include in our project costs?**
18. **When should the funding be spent by?**
19. **Can our application cover the fees of a consultant or bid writer?**
20. **How are decisions made about which applications are successful?**
21. **If my bid is successful what happens next?**
22. **Are there any evaluation requirements?**
23. **Do you give feedback if my application is rejected?**
24. **If my bid has been unsuccessful can I apply again?**
25. **Do you have an appeals process?**

If you have a different query, please contact the Office of the Police and Crime Commissioner for Cheshire by email at [pcc@cheshire.pnn.police.uk](mailto:pcc@cheshire.pnn.police.uk) or call 01606 364000

**1. What is the deadline for applying for funding?**

There is no set deadline; however for processing in this year we would ask that you submit any applications by 1 February 2019.

**2. Do I need to speak to my local PCSO or Police Officer about the project?**

Yes. You will need to evidence in your application that you have worked with your local PCSO / Officers to understand the need for the project in your local area and how it will promote crime prevention and community safety.

**3. Do I need to use the application form on the website?**

Yes

**4. When will I know if my application has been successful?**

Applicants, whether successful or otherwise, will be advised as soon as possible.

Applicants may be contacted at any stage of the process and asked to provide further information to support their application.

**5. Our project received funds from the previous Safer Communities Fund, can I still apply?**

No, if a project has received funding from the Safer Communities Fund in previous years you are not able to bid for further grant funding. Where funding is being used to part fund an appointment or staff there is no guarantee of future or repeat funding.

**6. We are a consortium applying for funds; can one of the members apply separately for funding?**

Yes, however their application must not have any similarities to the consortium application.

**7. Can I apply for this fund if my organisation is not based in Cheshire?**

Yes, as long as your organisation delivers services in Cheshire East, Cheshire West and Chester, Halton or Warrington for Cheshire communities.

**8. Can local councils and parish or town councils apply?**

Applications from voluntary and charitable sector organisations will be prioritised for funding and we would encourage local councils and town and parish councils to work with local organisations to submit bids. That said, applications will be accepted from local councils and parish or town councils.

**9. Can Housing Associations apply as they are not listed as a statutory organisation and similarly are not a commercial enterprise either?**

Housing Associations can support their local groups, e.g. tenants and residents associations, youth groups, etc. to make an application, but they cannot apply in their own right unless they have charitable status or are Community Interest Company.

**10. Can Community Interest Companies and social enterprises apply?**

Yes they can.

**11. Will applications for capital projects be supported? What counts as a capital project?**

Capital expenditure for items such as CCTV, security fences or grills, walkie-talkie style radios, etc. are excluded from these funds. Expenditure for equipment that enables the project or activity to take place, such as laptops and mobile phones, may be considered if you are able to demonstrate how the equipment will have a positive impact on the project and/or why the project would become unviable without it.

**12. Can I apply for staff or volunteering costs?**

Unfortunately there is no simple answer to this. The quick answer is – it depends! It is important that all the funding from the Commissioner is used to deliver the project, and it should not be used for back office functions or staff. Therefore, an application to fund staff who are working with the project beneficiaries, or staff who are supporting volunteers, is acceptable. Volunteer expenses and DBS checks are also acceptable, as long as this is an integral part of project delivery.

**13. Can I submit an application for funding at any time of the year?**

There is no set deadline; however for processing in this year we would ask that you submit any applications by 1 February 2019.

**14. Are there any criteria that could definitely exclude my application from being successful?**

The Commissioner reserves the right to reject an application on any grounds, but an application may not be support if:

- It is to support police officer overtime or the provision of police equipment;
- The bid is submitted by a commercial or profit making organisation;
- It is to provide services that are the statutory responsibility of another organisation, or where that organisation has withdrawn funding;
- The organisation has been granted funds for the same project within the previous 12 months, and has failed to supply an evaluation when request to do so;
- The organisation has previously been awarded funds for a project which the Commissioner considered failed to fulfill its defined outcomes;
- It is for the support or promotion of religious doctrine, mission or promotion of the beliefs of a particular faith to the exclusion of others;
- It is political promotion, including political party activity.

**15. What happens after I submit my application?**

Applicants, whether successful or otherwise, will be advised as soon as possible.

Applicants may be contacted at any stage of the process and asked to provide further information to support their application.

**16. Do I need match funding?**

We would prefer you to have some match funding – either cash or in kind. However, we know funding can be difficult for voluntary or community groups to raise so we will not rule out your application if you do not have any. Potential sources of match funding include your own funds (cash), funding from partner organisations, other grants, sponsorship and non-cash (in kind) contributions that help to reduce the grant request. Volunteer time included as part of the match funding should be valued at no more than £25 per hour.

Please contact the Office of the Police & Crime Commissioner on 01606364000 for further advice on match funding options. If match funding is expected but has not already been secured prior to an application being submitted, the Commissioner may make a conditional offer of a grant subject to the match funding being obtained.

**17. What should I include in our project costs?**

Your project costs must include all costs that your project will incur. This allows us to ensure that the total project cost is realistic and fits within our project criteria as being eligible. If you have requested funding from other sources we will need to have this evidenced, this can be in the form of a letter on headed paper or an email with the companies email details.

**18. When should the funding be spent by?**

All awarded funds should be spent within 12 months of award.

**19. Can our application cover the fees of a consultant or bid writer?**

No. Any fees associated with writing the application are ineligible.

**20. How are decisions made about which applications are successful?**

The Commissioner considers every application personally. The Police and Crime Commissioner's decision is final.

**21. If my bid is successful what happens next?**

Arrangements will be made to notify successful applicants as soon as possible with terms and conditions of the grant funding issued to the applicant. No funding will be released until the signed terms and conditions and any required evidence of match funding (if applicable) or other stipulated pre-conditions have been complied with.

Successful applicants will also receive a certificate of their award and information on how the Commissioner will work with the successful applicant to raise public awareness of the respective project

**22. Are there any evaluation requirements?**

Yes. Each successful application will be required to completed and submit an end of grant impact form which will enable you to demonstrate the successful outcomes of the project. This will be provided with your grant certificate shortly following award.

**23. Do you give feedback if my application is rejected?**

Yes – is you have been successful there will be an opportunity to discuss this with the Office of the Police & Crime Commissioner and gain feedback on why the application did not attract funding.

**24. If my bid has been unsuccessful can I apply again?**

Yes

**25. Do you have an appeals process?**

No. The Police and Crime Commissioner's decision is final. You are however welcome to apply again following feedback.

If you have a different query, please contact the Office of the Police and Crime Commissioner for Cheshire by email at [pcc@cheshire.pnn.police.uk](mailto:pcc@cheshire.pnn.police.uk) or call 01606 364000