

Comments from Organisations

	Comment	Response
1	This is an excellent idea. Many grant applications are unnecessarily complicated - this application form looks reasonably simple. It is certainly a scheme to which we would make an application. It is to be hoped that, for simple works, it will not be necessary to obtain multiple quotations for the work if the costs are relatively low	No changes to form requested.
2	It is noted that applications need to be in by 16 th July, decisions will be given out by mid-August and the project needs to be completed by 20 th March 2013. It is felt that this timescale is quite short, especially if planning permission is needed. If a project is given the go-ahead by the applicant but for some reason (unforeseen delays etc?) it cannot be completed by 20 th March, this could leave the applicant in financial difficulties. There is no flexibility in item 2.	It is recognised that timescales could be tight for some projects. However, money needs to be spent in the appropriate financial year. With the Community Project Grant, permission is requested if circumstances mean the applicant needs additional time. Looked at on individual merit.
3	Could you please clarify question 7. 'who have you consulted with?'	This is already answered in the accompanying notes on application form under 3.
4	My initial observation is that your application form doesn't ask which type of organisation is applying e.g. registered charity, or whether it is properly constituted with a separate bank account requiring 2 signatures. I do however appreciate that the application is not too lengthy which is great.	The council wants to make this a simple process so any community organisation, no matter of size, as long as the project is of benefit to the community, could apply. Completing the form should not be too time consuming.
5	In my experience of sitting on CIF panels for few years - parish/town councils often apply for funding for their village hall, sports facilities, village shops etc. I notice that these types of organisations are also able to apply under the voluntary and community organisation stream. Does this mean that a, for example, a village hall, could apply for funding under both streams? Or will there be a mechanism for weeding out duplicate applications; if not would this be seen as equitable as some organisations would have 2 bites at the cherry?	The same panel will be assessing both Jubilee grants therefore there will be consistency.

6	<p>There are 57 town and parish councils in Uttlesford District and 537 registered charities in the Saffron Walden constituency (from the Charity Commission register). This figure does not include the numerous small charities not required to register and the many community groups including the village hall committees, sports associations etc that were given as examples, that operate across Uttlesford. The allocation of funding for each of the categories is the same but there are at least 10 times more VCOs. Was any consideration given to a funding division that more closely reflects the relative numbers of organisations eligible to make application?</p>	<p>This is an additional injection of funding to the community. The Council wanted all wards and community organisations to be able to benefit in this Jubilee year.</p>
7	<p>Timescales. The closing date for receipt of applications is 16/7/12 ie 3 months from now. Effectively successful applicants will have only 7 months to deliver projects. If the application phase could be reduced, then more delivery time would be available.</p>	<p>See comment in 2. The Council said it would consult on the process, it then needs to take a report to Cabinet for approval, send out application forms, panel to assess applications and advise applicants whether they were successful or not. Unfortunately the process does take time.</p>
8	<p>In the case of Castle Street Residents' Association, we would like to apply for a grant of £5,500 to pay for <u>ECC Highways</u> to install a 20mph static Vehicle Activated Sign in Castle Street outside St Mary's School playground. We would <u>not</u> have the funds to finance this up front and then claim it back as a grant later.</p> <p>So could the wording be changed so that the funds can be made available once an invoice has been received when the works have been completed - and not when UDC receives written proof of expenditure?</p>	<p><i>If your application is successful, the district council will transfer the grant by BACS when it is satisfied that works have been completed and receives written proof of expenditure.</i></p> <p>The above wording on the form suggested this? As soon as the Council receives an invoice we transfer the money, it is a quick process. If an organisation needed money up front we would need to make sure it was spent in accordance with their application. Audit trail needed for transparency.</p>
9	<p>Having reviewed the form, it seems entirely clear and we do not have any issues with it at this stage.</p>	<p>No changes to form requested</p>
10	<p>We would, however, like to seek some clarification on the 9 protected characteristics referred to in Sue Hayden's notes. It is not entirely clear from the website exactly what this refers to, as the information on the website refers to either more or less than nine areas of equality or diversity depending on which bit you look at. It would help to have a definitive list available with the form.</p>	<p>This has now been changed on the Council's website</p>

11	I would love to see the fund encouraging local partnership working...eg merit will be given to projects that are delivered in partnership between different organisations and bodies. I would also like to see flexibility to cover salaries if it is for a short term pilot.	This comment has been received a few times. However, it is for capital expenditure therefore salaries cannot be paid. The applicant will be notified mid August therefore by the time a position was advertised it might only give the project five months to run. The Council cannot guarantee future funding from this source.
12	As instructed I have been to all those organisations that we deal with on a regular basis and I have also consulted with my Councillors. I have only received the one comment... and this is outlined below – none of the other organisations had any comment at all – it all seemed very straight forward!!	No changes to form requested.