

Antisocial Behaviour Small Grants Guidance Notes

Grants of up to £1500

The Antisocial Behaviour (ASB) Small Grants scheme is funded by the District Community Safety Partnership to empower communities to tackle antisocial behaviours in our communities. Small grants will be available for grassroots community organisations and groups to run anti-social behaviour initiatives.

The aim is to support projects that tackle behaviours that cause or are likely to cause harassment, alarm or distress to any persons not of the same household, particularly:

- **Personal antisocial behaviour** – when a person targets a specific individual or group
- **Nuisance antisocial behaviour** – when a person causes trouble, annoyance or suffering to a community

The Community Safety Partnership will give priority to projects that:

- will help educate perpetrators away from the harm they are intentionally or inadvertently causing
- will tackle issues that are causing regular calls to the Police or other crisis services
- help individuals to live safely and without fear of crime in their homes or communities
- empower the local community to tackle problems in their neighbourhood areas
- are organised by (and involving) community/neighbourhood groups
- can demonstrate that they can make a difference to local communities
- take a new and sustainable approach to tackling long term problems
- foster good relations between partner agencies and communities and do not work in isolation

Examples include:

- drugs/alcohol misuse – targeted education for families, parents, the wider communities to recognise signs of misuse so they can help, signpost and support family/friends. Recognising signs and methods of drug supplying/dealing, how to report and dealing with comebacks
- diversionary activities for young people e.g. martial arts, sports
- Nitrous Oxide Gas – targeted awareness initiatives
- dangerous driving – road safety campaigns/roadshows targeted at specific communities. Use real life case studies

The scheme will not fund:

- Building security measures or CCTV cameras
- Use of private security companies or legal costs

How much money is available?

Small grants for up to **£1500** are available. **The funding must be spent by August 31st 2023.**

The money is available for projects across the Bradford District. A full breakdown of costs with written estimates is required as part of the application process.

Who can apply?

The grants scheme is available to community groups, registered charities, voluntary and community organisations and social enterprises based in or working across Bradford District with:

- A constitution/governing document
- A management committee/board of directors
- An organisational bank account
- Key policies in place i.e. Health & Safety, Safeguarding, Equality and Diversity

Individuals and / or newly established groups are also encouraged and welcome to apply.

They must nominate a group or organisation who comply with all the above points as they will be the financial holder of the grant money and be a guarantor for the project.

Application Process

You must fill in all sections of the application form.

Section 1: Contact Details - It is very important that this section is filled in accurately, as these are the details we will use to contact you.

Section 2: Information about your organisation/group - This helps us to understand the size and nature of your organisation. We need a commitment that you have/will develop all the policies, procedures and insurances relevant to the running of your organisation. It is your responsibility to meet all legal and liability requirements relating to the service you are proposing to provide.

Section 3: About the project you are proposing - Please provide as much information as you can about what you are proposing. Include a time plan for the implementation of the proposal, giving a breakdown of start and completion dates for expenditure. Remember, this is the only information the grants assessment panel will have about your project, so please clearly and concisely give as much detail as possible.

Section 4: Project Costs - We need accurate information about the costs of the project you are proposing. You need to include the total cost you are applying for and provide an itemised breakdown of each of the items. Although not essential, match funding for the project is encouraged (*in cash, equipment, in kind, etc.*) – please let us know details of any match funding proposed for the project.

Section 5: Your Bank Details - Your bank account details are very important as any grant awarded is paid by BACS directly into your account. Any errors will cause a delay in you receiving the funding.

Section 6: Declaration - Please make sure the application form is signed by 2 people from your organisation's management committee/board of trustees/directors. (Chair, Secretary or Treasurer).

Section 7: Checklist - There are a number of additional pieces of information which must be submitted with your application form. Failure to include this information may delay your application or it may mean your application is not considered at all. You must include:

- A copy of your constitution/governing documents
- Accounts or statement of income for the last year or months of existence
- Written estimates for all items and services you intend to purchase
- Name and contact details of a person/organisation who can be contacted for reference purposes. This is a group/organisation reference not a personal character reference

Deadline for applications

Applications with supporting documentation can be submitted until **12 noon on Monday 6th March 2023**.

Email applications to: grants@cnet.org.uk or post applications to:

Saima Ashfaq
CNet, Enterprise Hub,
114-116 Manningham Lane
Bradford
BD8 7JF

What happens next?

The grants will be funded by the District Community Safety Partnership and will be administered by Bradford & District Community Empowerment Network Ltd (CNet).

All applications will be considered by an assessment panel from CNet and we aim to notify you of a decision within four weeks of your application submission. Please note there is no appeals process and all decisions are final, however you may request feedback.

Monitoring & Evaluation

At the end of your delivery a final monitoring and evaluation report will be required which will give details of your project, activities provided and the outcomes. Proof of payment, i.e. copy of receipted invoices for all spending will be required as an audit requirement.

All financial and evaluation monitoring **must** be submitted to CNet by **15 September 2023**.

Available support

Support for completing the application and for advice on policies and procedures, constitutions, set of rules etc. is available.

For further detailed advice on this please contact Community Action Bradford & District (CABAD)

Development Officers are:

Ashraf Miah, Funding - Ashraf@cabad.org.uk / 07415 307542

Chris Barker, Governance and Community Assets – Chrisb@cabad.org.uk / 07422 966140

Chris Bulmer, Volunteering – Chris.Bulmer@cabad.org.uk / 01943 603348

Chris Hancox, Safeguarding - Chrish@cabad.org.uk / 07539 684668

Kirsty Gregory, Marketing and Communications – Kirsty@cabad.org.uk / 07933 987006

Lincoln Oakley, Enterprise and Trading – Lincolno@cabad.org.uk / 07422 575852

Application forms and guidance documents are available to download at www.cnet.org.uk/projects/grants or can be requested by email.

For more information and/or clarification of any of the above points please contact:

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Project Support Officer
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