

# Community council fund 2012/13

## About the community council fund

Southwark's community councils have a total of £122,000 to support activities run by local groups for local people across the borough.

### What kind of things can be funded?

The community council fund can fund projects benefitting people who live in the community council area, for example:

- One-off events such as fun days and festivals
- Workshops or activities involving members of the local community
- Publicity or merchandise to advertise an event you are doing
- All projects this year must demonstrate how they meet at least three of the London 2012 Olympic and Paralympic Games values. These values are
  - Courage
  - Excellence
  - Determination
  - Equality
  - Friendship
  - Inspiration
  - Respect

### Who can apply?

- New and emerging local groups
- Small local organisations
- Any constituted local group
- Any group or individual that has a constituted local organisation to administer the funds on their behalf
- Groups that are active within the community council area

### Who cannot apply?

- Organisations not established in the UK
- Organisations which do not have any local links
- Political groups or organisations

### What kind of things will not be funded?

- Loans or interest payments
- Political groups or activities promoting political beliefs
- Activities which have happened or started before the grant decision date
- Activities that finish after 31 March 2013
- Activities that do not benefit people living in the community council area
- Anything which is capital funding, for instance building works or large playground equipment

### How much can groups apply for?

- From £100 up to £1,000. Groups can only submit one application per community council area.

### How can people apply?

- By completing the application form attached
- By completing an online application form at [www.southwark.gov.uk/communitycouncilfund](http://www.southwark.gov.uk/communitycouncilfund)
- Contacting the officer for the relevant community council area, as listed on page 2, to request an application form

Closing date for receipt of all applications is **Friday 25 May 2012, 5pm.**

Late or partially filled applications will not be considered.



## How can I get more information or support?

If you would like help with filling in the application please contact the officer for the relevant community council area as listed below.

## How does the scheme work?

Applications will be screened to make sure they meet the criteria. Remember that eligibility for the fund is also conditional on the applicant providing all the necessary information, outlined in the application form, which includes evidence on how they are, or will be, complying with appropriate safeguarding and health and safety policies.

**Applications not fulfilling any of the above criteria will not be considered.**

Elected councillors will be responsible for making decisions on all the eligible applications using the priorities outlined below

- Applications that demonstrate at least three of the London 2012 Olympics and Paralympic Games values
- Applications that show a high level of involvement by the local community
- Applications that involve groups working together
- Activities delivered by
  - New and emerging groups/individuals
  - Groups who have not previously received community council funding
  - Groups who are based in the community council area
- Activities taking place within the community council area – unless they involve an outing, or there is lack of space for it within the area
- Where the majority of people benefitting from the activity live within the community council area

Decisions for applications will be made and announced by councillors at the community council meeting which will take place in June or July 2012.

**So when planning your activity please make sure that you give enough time for this and that it does not start before at least four weeks after the decision date.**

Every applicant will be notified of decisions by a letter no longer than 15 working days after the decision is taken. Successful applicants will be asked to sign and return a condition of funding agreement. It is only once this agreement has been received that we can release the funding.

Please note that groups that are not constituted or individuals who would like to apply with project ideas should get in touch with the community council development officer (contact details below) for advice as soon as possible.

**Remember all applications – whether online, email or post must reach us by Friday 25 May 2012, 5pm.**

For more information about the scheme please go to [www.southwark.gov.uk/communitycouncilfund](http://www.southwark.gov.uk/communitycouncilfund)

## Contacts

### Bermondsey / Rotherhithe

Gill Kelly

T: 020 7525 3690

E: [gill.kelly@southwark.gov.uk](mailto:gill.kelly@southwark.gov.uk)

### Borough and Bankside / Walworth

Fitzroy Lewis

T: 020 7525 3084

E: [fitzroy.lewis@southwark.gov.uk](mailto:fitzroy.lewis@southwark.gov.uk)

### Camberwell / Dulwich

Grace Semakula

T: 020 7525 4928

E: [grace.semakula@southwark.gov.uk](mailto:grace.semakula@southwark.gov.uk)

### Peckham / Nunhead and Peckham Rye

Marian Farrugia

T: 020 7525 1780

E: [marian.farrugia@southwark.gov.uk](mailto:marian.farrugia@southwark.gov.uk)

## Postal address for all above

Southwark Council  
Communities, law and governance  
Community engagement team  
PO Box 64529  
London  
SE1P 5LX

# Community council fund 2012/13 application form

## Section 1: About your project

1. a) Name of group/applicant

b) Name of project

2. Please tick the community council area you are applying to

- Bermondsey and Rotherhithe
- Borough, Bankside and Walworth
- Camberwell
- Dulwich
- Peckham, Nunhead and Peckham Rye

Please note it is proposed that the current eight community councils will change to the five as listed, in May.

3. Please describe your planned activity and how this meets at least three of the London 2012 Olympic and Paralympics values, in no more than 150 words.

4. When would your project start and finish?

5. Where would the project take place? Please also state ward

6. Who would benefit and how many people would take part?

7. What percentage of those taking part come from the community council area?

8. How would you measure the success of the project?

(You will be asked to fill in a monitoring form once the project is complete)

9. How much will the project cost in total?

10. Who else are you requesting funds from and how much are you requesting?

11. How much are you requesting from the community council fund?

12. Please give a breakdown of costs which should total to the amount requested in 11. For example:

| Room hire | 25 sessions at £10 | £250 |
|-----------|--------------------|------|
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## Section 2: About your group

1. Name of group

2. Registered address

  

Postcode

3. Name of contact

4. Position in group

5. Contact details

  
Telephone number  
  
Mobile number  
  
Email  

6. Does your group have rules or a constitution?

Yes  No

If yes, please attach a copy

7. Does your group have an appropriate safeguarding policy?

Yes  No

If yes, please attach a copy if your project involves work with children or vulnerable adults.

8. Has your group been funded by a community council fund previously?

Yes  No

If yes please give date and amount

9. Does your group have a business bank account?

Yes  No

If yes, please give details below

Name of bank account

Name of bank

Address of bank

  

Postcode

10. Please write no more than 50 words about the aims and activities of your group and your work in the community council area. Including status for example charity/voluntary/business

11. Please give one referee (name, address and phone number)

## Section 3: Declaration

We certify that the information in this application is true (two people are required to sign)

|    | Signature            | Name in block capitals | Position in group    |
|----|----------------------|------------------------|----------------------|
| 1) | <input type="text"/> | <input type="text"/>   | <input type="text"/> |
| 2) | <input type="text"/> | <input type="text"/>   | <input type="text"/> |

Closing date for applications: Friday 25 May 2012, 5pm. Please contact the officer (details on page 2) if you have not received an acknowledgement receipt of your application within a week.

**Please return to:**

Community council development officer, community engagement team, PO Box 64529, London SE1P 5LX