

Waltham Forest Safer Neighbourhood Board

Applications for project funding 2017/18



General Guidance

The Mayor's Office for Policing and Crime (MOPAC) periodically allocates funding to each London Borough for project work in community safety. Waltham Forest's allocation for 2017/18 is **£29,450**. MOPAC stipulate that the funding must be for projects which seek to **prevent crime, reduce crime** or develop **police/community engagement** (particularly where there has been little history of engagement previously). The funding must be used for specific projects, with stated 'deliverables' – not simply to continue funding an established team's work. The money can't be used for anything which is the responsibility of another statutory body (like the police or local authority), or to fund continuing posts, or for costs not directly incurred in the delivery of the beneficial outcome which is the aim of the project.

The Safer Neighbourhood Board (SNB) will be asked to recommend projects for funding by MOPAC. This means we play a part in the selection process, but we will seek to assist all applicant groups to present their proposals so as to have the best chance of success. Applications must be submitted to us by **23:59 on Tuesday 9th May**. Subsequently there will be an initial shortlisting process based on the MOPAC criteria above, and considering the SNB's priorities: **Young people** - Including engagement and diversion from crime, **Community Engagement** – including (but not limited to) Ward Panels, Neighbourhood Watch and Stop and Search, **Violence, Domestic Violence and harmful practices** – including Child sexual exploitation and Female genital mutilation, **Extremism**, and **Hate Crime**. Projects *outside* the SNB's priorities will nevertheless be considered on their merits.

Shortlisted groups will be invited to make a brief presentation to the SNB and answer possible questions at a meeting on **22nd May (TBC)**. Our recommendations will be made known within a few days. The final decision on funding will be made by MOPAC. You can find out more about the SNB at our website: www.lbwf.net/snb

It's worth bearing in mind that the SNB will often seek to divide the available money between several projects, and this can mean difficult decisions. Some projects may not be viable unless the full funding requested can be awarded. Other projects may still be able to deliver worthwhile benefits where only a partial award is possible. If this applies to you, then it is very helpful to make it clear if there is more than one possible "package" which the SNB can consider, as we can't make assumptions about this.

This "invitation to apply for funding" seeks answers to a number of questions about you and your proposed project. It is hoped that it will assist groups in presenting their proposal to us. It *shouldn't* be seen as some sort of test in itself – if a question isn't appropriate, don't worry about answering it, but it may sometimes be helpful to include a note indicating why. If you want to attach other information, by all means do so. In your submission, do make sure we can readily match your comments to the questions on this form – or just edit your answers under each of the questions here and send it back. Try and cover everything that you think is important, but you might like to remember that the Board will find it easier to identify a worthwhile project when not distracted by detail which is not evidently relevant (that's a longwinded way of saying: brevity is a virtue!). If you later identify something you'd have wanted to include you'll be welcome to let us know while

your application is still under consideration. Do feel welcome to ask for informal guidance on any point, at any time.

Questions about your proposal:

1. Tell us about your group, and your position within it.

(In the Word version of this document, you can edit your answers directly under each question if you wish – e.g. replacing this text.)

- 2. What is the basis of your group’s connection with the community you represent?**
- 3. Which of the three MOPAC stipulated objectives are you addressing? (Prevent crime, reduce crime, police/community engagement)**
- 4. Does your project address any of the priorities the SNB had identified?**
- 5. Give us an outline of your project. What do you want to do?**
- 6. What evidence is there of a need for the work you propose? How exactly will this address the need you have identified?**
- 7. The SNB will want to monitor progress: what observable or measurable achievements do you expect to be able to report to us as your project is underway? (These are sometimes referred to as “outputs”.) How will you monitor your progress?**
- 8. The SNB will want to evaluate the overall benefit to the community achieved by your project (sometimes referred to as “outcomes”). What evidence might be helpful in making our evaluation? How will you gauge your success?**
- 9. Have you considered whether the work you plan to do might be considered to be the responsibility of some other body or agency?**
- 10. Will your project depend on obtaining permission, agreement or approval from anyone?**
- 11. Can you give us a tentative timeline of the main stages of your project?**
- 12. What roles will there be in your team? Who will occupy those roles? Will you need to bring in new people to help you? If so, how will you recruit and select them?**
- 13. Who will be responsible for achieving the project goals, and who will be accountable for the funding?**
- 14. If you will be working with members of the community who are not part of your team (e.g. interviewees, clients, “subjects” etc) how will you identify suitable contacts?**
- 15. What considerations need to be made regarding the safety of everyone involved?**
- 16. Please supply a breakdown of the anticipated costs to be met by the project funding.**
- 17. Have you considered whether you can offer a range of project “packages” in the event that the SNB was able to offer only a reduced level of funding? (If so, you may like to consider making multiple applications. Alternatively, you may like to respond to these questions giving more than one option where appropriate.)**
- 18. Is any other funding body providing support to this or similar concurrent projects?**
- 19. Do you have a suitable bank account into which funding could be paid?**
- 20. How did you learn of the availability of this funding, this year?**
- 21. Is there anything else we need to know?**

Please send your submission to us via DemocraticServices@walthamforest.gov.uk and also ph@lbwf.net to arrive no later than **23:59 on Tuesday 9th May 2017**. Feel free to use and edit/hack this document to start drafting your submission. Before you start, *check the [website](#)* for an updated version (see footer) of this document. Thank you for your interest! Feedback on this process will be welcome at any time.