

## Agenda item 5

### For Approval - New Major Grants fund

Author: Kate Hellard, Community Development Manager and Cllr Mark Dorrington

#### Summary

This report recommends the introduction of a revised Major Grant Fund with updated terms and conditions, where authority is delegated to the Town Clerk in conjunction with the Grants Advisory Panel to award grants through an application process outlined below.

#### Background

FTC have previously managed Multi Year Agreements and more recently a Major Project Fund, it was felt that neither of these two fully met the needs of local organisations and following detailed discussions of the Grants Advisory Panel it was agreed to embark on a co design process facilitated by the Democratic Society to create a grant that best suited the needs of local organisations.

We have heard for many years that both larger amounts of funding and funding which spans more than one year is preferable for organisations looking to build new and existing projects.

#### Discussion

A group of 17 participants made up of elected councillors and representatives of a broad demographic of local organisations have been meeting over the last four months to consider how best to create a grant programme for Frome that suits the needs of local organisations and is realistic in terms of the budgets and amounts of funding available.

They have proposed a fund which is distributed through two grant rounds each year with £27500 available at each round. It is expected that grant allocations will average £5k-£6k per organisation and decisions will be made by a panel of Cllrs with up to 3 members of the public invited to sit on a Grants Advisory Panel.

We expect applicants to be able to demonstrate the following:

- Their application complements the FTC strategic objectives.
- A need for their project, with an understanding of how their work fits in with other similar projects / organisations.
- Direct positive impact for Frome residents.
- That they have considered the future sustainability of their project / organisation after the life of the grant.
- How success will be measured.

Applications will be received through completion of an application form and organisations will be asked to submit supporting documents including accounts and governing constitution (draft terms and conditions are attached at [Appendix 1](#)). They may, if they wish, also supply a short film, sound recording or photographs to support their application. Applications will initially be assessed by FTC staff to ensure organisations qualify for FTC funding through the grants

process. Applications will then be scored using a scoring matrix, by the Grants Advisory Panel. Applicants will be invited to attend a public meeting where further questions maybe asked of the applicants and applications will be discussed. Final decision making will take place in a closed meeting of the Grants Advisory Panel allowing for reflection, and consolidation of the rationale for constructive feedback, which will include 2 or 3 members of the public with Cllrs, all with an equal vote, agreeing recommendations to the Town Clerk for final approval. Full feedback will be given to all applicants.

#### Recommendations

1. Approve the process for a new grants scheme outlined in the report and the terms and conditions at [Appendix 1](#)
2. Delegate authority to Kate Hellard the Community Development Manager in consultation with the Grants Advisory Panel to create an application form.
3. Open the Major Grants at the start of May with the first of two closing dates in July.
4. Delegate authority to the Town Clerk in consultation with the Grants Advisory Panel to award grants using the process detailed in this report, to be ratified at future Town Matters meetings.