**Police & Crime Commissioner Community Safety Fund**

**2016/17 Application Form**

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| **Your Details** |

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| **1.1 Organisation details** | |
| Project Manager |  |
| Name of Project |  |
| Name and address of organisation |  |
| Email address |  |
| Telephone number |  |
| Website address (if applicable) |  |

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| Status of Organisation –  □ Voluntary □Local Authority □Community Group □Business / private  □Public Sector Partner (community safety) □Criminal Justice Partner |

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| **1.2 Funding requested** |
| Please provide a figure for the total amount of funding requested in this bid: |

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| **Project Overview and meeting the criteria** |

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| **2.1 Brief description of the proposed service/project** |
| Please provide a brief description of your project. |

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| **2.2 Where will your Project be delivered?** |
| □ Elmbridge □ Epsom & Ewell □Guildford □ Mole Valley  □ Reigate & Banstead □ Runnymede □ Spelthorne □ Surrey Heath  □ Tandridge □ Waverley □ Woking  □ County-wide  □ Areas outside of Surrey |

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| **2.3 Why is there a need for your project?** |
| Where possible please indicate how your project supports the needs identified in the Surrey Strategic Assessment – [Link here](http://www.surreycommunitysafety.org.uk/community-safety-in-surrey/single-strategic-assessment/) |

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| **2.4 Showstopper criteria check**  **Does your project meet the following Priorities?** | Yes  If yes - please explain a little how your project will meet this Priority | No |
| **Cutting Crime and Keeping Surrey Safe**  As your Police Commissioner I will ensure that Surrey Police delivers more visible policing, relentlessly pursues criminals, improves detection rates and reduces reoffending. |  |  |
| **Tackling Rural Crime**  Rural areas feel they have been forgotten. I will overhaul the 101 Hotline, improve response times and ensure victims have a single point of contact throughout an investigation. |  |  |
| **Making Our Town Centres Safe**  Our town centres can become noisy and violent places after dark. I will work with officers, local businesses and residents to make our town centres safe for all. |  |  |
| **Supporting Victims**  Independent inspectors rated Surrey Police's support for victims as 'inadequate'. I will take urgent action to provide proper support for the victims of crime. |  |  |
| **Making Every Pound Count**  I will fight for fair funding for Surrey Police and target resources at the front line to drive down response times and improve detection rates. |  |  |
| **Tackling the Threat of Terrorism**  We face new threats from terrorists, home-grown and from abroad. We need a plan to deter and defeat terrorists in Surrey |  |  |

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| **2.5 Does your project also contribute to:** | Yes | No |
| The reduction of re-offending? |  |  |
| The reduction of crime and disorder (including anti-social and other behaviour adversely affecting the local environment)? |  |  |
| The combating the misuse of drugs, alcohol and other substances? |  |  |

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| **2.6 Has any community engagement taken place? If yes what?** |
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| **2.7 What are the intended outcomes/benefits?** |
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| **Project details and Monitoring** |

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| **3.1 When is the project intended to start and finish–** |
| Start –  Finish –  Please provide a clear timeline of delivery |

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| **3.2 Plans to monitor and measure outcomes** |
| *Please state how the outcomes the project will achieve and how you will you measure these. What baseline data is available? (If successful you will be expected to provide evidence of change against this baseline)* |

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| **Financial Information** |

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| **4.1 What is the total cost of the project?** |
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| **4.2 Please include a breakdown of how any award will be spent.**   |  |  | | --- | --- | | Item | Cost | |  |  | |  |  | |  |  | |  |  | |  |  | |  |  | |  |  | |

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| **4.3 Has this project previously received funds from the Office of the Police and Crime Commissioner? (if yes, please provide details)** |
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| **4.4 Has your organisation previously received funds from the Office of the Police and Crime Commissioner? (if yes, please provide details)** |
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| **4.5 How much funding have you requested/secured from other sources?**   |  |  |  | | --- | --- | --- | | Funding Source | Amount applied for | Amount awarded | |  |  |  | |  |  |  | |  |  |  | |

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| **4.6 If this project requires on going funding where will this come from?** |
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| **4.7 Please tick to indicate that a copy of your organisation’s accounts is included for the most recent financial year end.** |  |

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| Any further comments - |

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| **Statement of Applicant** |

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| I confirm that the information on this application form is correct. If a grant is awarded from the Office of the Police and Crime Commissioner, it will be used as detailed in the form and according to any conditions specified.  I confirm I have read, understood and agree to the terms and conditions included on this form  I attach a copy of relevant data protection policies, safeguarding policies and Disclosure and Barring Service (DBS) checks   |  |  |  | | --- | --- | --- | | Name | Signature | Date | |  |  |  | |

Please return your completed form to:

Community Safety Fund, OPCC, PO Box 412, Guildford, Surrey, GU3 1BR

Or email:

surreypcc@surrey.pnn.police.uk

TERMS AND CONDITIONS

Grant recipients will be expected to operate in accordance with the following terms and conditions for acceptance of funding and any further conditions which may from time to time be published:

General Terms

1.1 The Office of the Police & Crime Commissioner (OPCC) must be informed immediately if there is any prospect of significant delay or reasons why the project may not proceed as planned.

1.2 Should the project cease at any time, or at its completion, any equipment or property purchased with OPCC funds, should only be disposed of in accordance with the directions agreed by the OPCC.

1.3 If relevant, those people working with children and/or vulnerable adults must have the appropriate checks (i.e. [Disclosure and Barring Service (DBS)](https://www.gov.uk/government/organisations/disclosure-and-barring-service/about)) and safeguarding policies If your application is successful, evidence of these checks and copies of your policies will be required prior to the funding being released.

1.4 In order to monitor the outcome of projects, all successful applicants will be required to provide an evaluation of the project upon completion.

1.5 **The following costs are not Eligible Expenditure**: Payments that support activity intended to influence or attempt to influence Parliament, government or political parties, or attempting to influence the awarding or renewal of contracts and grants, or attempting to influence legislative or regulatory action.

1.6 If relevant, where the applicant will be retaining personal data on their clients/project beneficiaries, data protection policies will need to be in place. Copies of your policies will be required prior to the funding being released.

Financial Terms

2.1 The grant from the OPCC must be spent within one year of the allocation.

2.2 Where there is balance of funding unspent, this must be returned to the OPCC no later than 28 days following the conclusion of the one year period.

2.3 A copy of the accounts (statement of income and expenditure) for the most recent financial year must be provided.

Publicity

3.1 Whenever publicity is sought by or about your project, the assistance of the OPCC is acknowledged and, where there is an opportunity for the OPCC to be represented at launches or related events, that this information is communicated to the OSPCC as soon as possible.

3.2 That the OPCC be given the opportunity to display its logo on all literature developed for use by the project and on any publicity documents.

Additional Information

4.1 The OPCC reserves the right to refuse any application. The panel will consider and assess your application and you will be notified of the outcome following the assessment process.

4.2 If your application is successful, you will be required to accept and sign the OPCC’s full terms and conditions, prior to funds being released.

Evaluation

5.1 Upon request, you will be required to provide evidence of the outcomes of your project/initiative

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| **For official use** |

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| Date Received - |

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| Copied to - |

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| Date and time of panel – |

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| Any views sought – |

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| Decision – |

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| Amount awarded – |

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| Notification sent – |