



# Application for CURV Small Grants Fund – Hartlepool Guidance Notes

December 2023

## Introduction

A key priority in the 2021-24 Police and Crime Plan is '*Preventing, reducing and tackling serious violence*'. The Cleveland Unit for the Reduction of Violence (CURV), which works within the Office of the Police and Crime Commissioner (OPCC), has allocated this dedicated fund for the **reduction of serious violence**. CURV is seeking applications for projects that work towards diverting young people (10-25yrs) away from serious violence, whilst identifying positive solutions to address and overcome the issues that may draw them into serious violence.

## PCC funds

This funding is available to enable local charitable or voluntary community sector organisations to access a one-off grant that works towards one (or more) of the below points within **Burn Valley and Manor House** wards located in the Hartlepool Borough Council area:

- Projects that aim to reduce violent crime in Burn Valley and/or Manor House wards delivered within the period January - March 2024.
- Will identify a local problem contributing to serious violence in Burn Valley or Manor House ward areas.
- Can contribute to a solution to this problem achieved through a community project led by a local charity or in collaboration with multiple partners.
- The project delivering the solution may include any of the following features:

- Introducing or extending the provision of trauma-informed training to community-based individuals or teams in key positions to identify and refer to support, and/or support individuals away from serious violence (for example educational/charity/health/community workers or community sport coaches)
- Changing narrative and developing counter-narratives around violence/organised crime in the community.
- Prevent serious violence offences.
- Reduce the harm caused by violence.
- Will support an assessment of the impact of their project; using case studies or community feedback as a minimum.

Current data analysis identifies these areas as below:

Burn Valley: This ward is assessed as the 11<sup>th</sup> most deprived ward in Cleveland. The CURV Strategic Needs Assessment (SNA) shows that Burn Valley is comprised of 6 Local Super Output Areas (LSOAs); 3 of which are assessed as having both high levels of deprivation (IMD) and high levels of serious violence harm, and two with medium levels of both deprivation and harm.

Manor House: This ward is assessed as the 5<sup>th</sup> most deprived ward in Cleveland. The SNA shows that this ward is comprised of 7 LSOAs; 6 out of the 7 LSOAs are assessed as having high levels of deprivation (IMTD) correlating with either high or medium levels of serious violence harm.

Applicants are able to apply for a maximum of **£10,000** per project which must be delivered within the period 1<sup>st</sup> January 2024 – 31<sup>st</sup> March 2024.

## Who can apply?

The main aim of the fund is to support local projects delivered by charitable/voluntary community sector organisations that solely benefit the communities of Cleveland, this includes;

- Any **individual charity/voluntary community sector organisation** who is working to improve the lives of people in the Cleveland Police area.
- Any **charitable/ voluntary community sector** organisation working/operating in the Cleveland Police area.
- Any organisation/sole trader/ltd company who has agreed to collaborate with a charity or voluntary sector organisation.

We are unable to fund:

- Recurring expenditure
- Political activities
- Large scale projects, where a small grant would not make a difference
- Individuals and un-constituted groups

## To apply

To apply for the funding, it is important that you have thought through some basics. These include the following:

- Are you a registered charity?
- Are you a voluntary community sector organisation?
- Has the project been funded previously by the PCC?
- How will your project address the requirements set out in the specification?
- What is the money for and how have you estimated the costs?
- What difference will it make to the local community and how will you know that it has worked?
- How do you know that this is what the community needs and who supports your idea?
- How long will it take to implement and is everything and everyone ready to start?
- Who will be responsible for managing the money and how will you account for it?
- Is there anything that might stop the project from being successful that you think is important for us to know?

To submit an application please complete the fund application form that can be found on the PCC website. All of the above needs to be detailed in your application.

If you would like any assistance in completing the form, although our resources are limited, we will do our best in helping you through this process.

Completed applications can be emailed or posted.

Email to: [pcc.office@cleveland.police.uk](mailto:pcc.office@cleveland.police.uk)  
Post to: Police and Crime Commissioner for Cleveland  
c/o St Marks House  
St Marks Court  
Thornaby  
Stockton-On-Tees  
TS17 6QW

Enquiries should be emailed to the address above or contact the OPCC on 01642 306619.

## Funding Timeline

	Date
Fund Launches	06 December 2023
Deadline for applications	20 December 2023
Application Review Meeting	20 December 2023
Successful applicants confirmed	By 22 December 2023

## Decision Making Process

All applications will be assessed by a small panel. Where appropriate the OPCC/CURV may consult with other specialist or technical professionals depending on the content of your application. All decisions will be made by the panel. The panel will meet on **20<sup>th</sup> December 2023** to review applications – where possible any clarifications will be requested on the same day to enable final decisions to be communicated by **22<sup>nd</sup> December 2023**.

**Your support with the swift reply to any clarifications would be greatly appreciated.**

## Successful applications

Here are a few things you need to prepare for:

1. We may make ethical assurance checks, particularly in relation to larger projects and initiatives. You may be asked to consent to us making enquiries with the police or regulatory bodies, for example or provide copies of your insurance certificates.
2. Payment will normally be made by electronic bank payment (BACS) which will be payable to the named organisation or if not a formal organisation, to the lead applicant, as soon as practicable.
3. You will need to acknowledge receipt of the money and agree any terms and conditions.
4. Depending on the type of funding you receive you may be required to sign a grant agreement.
5. You will need to provide feedback or progress reports on your initiative. The larger the award the larger the monitoring processes required.
6. Any changes to how money is spent **must** be agreed with the PCC using a change management form.
7. Based on your application, you should be able to confirm the best way to show how successful your project has been e.g. what will be the difference between now and after the money has been spent on your project.
8. Once the initiative or project is completed, within 28 days you will need to provide a report outlining the benefits that were achieved, and the impact it has had on the community.
9. All grant recipients should acknowledge the support of the PCC and use the PCC and CURV logo when producing any form of promotional or publicity material, including your website, press release, leaflets and reports.

Please note the PCC is lawfully obliged to carry out regular audits on all of its grant recipients, and all individuals / organisations are selected at random. All recipients and/or evidence of expenditure must be recorded for these purposes and presented in the event of an audit.