



Promoting and Advancing Equality in Trafford Voluntary Sector Grants Scheme 2013/14 Guidance Notes

INTRODUCTION AND GUIDANCE

Please read this guidance to ensure you complete the application form correctly.

1. What is this programme for?

Trafford Council is looking for organisations and groups to come forward and deliver projects that will help create a fairer Trafford by helping us to eliminate discrimination, harassment and victimisation, advance equality of opportunity and foster good relationships between groups in the borough.

The Equalities Grant Programme 2013-14 is worth £40,000 and we are inviting voluntary and community sector groups to bid for grants in the region of £5,000-£15,000 and deliver projects to communities, which address inequalities faced by sections of the community in Trafford.

These inequalities could be based on age, disability, sex, gender reassignment, marriage and civil partnership issues, pregnancy and maternity, race, religion and belief (or lack of) and sexual orientation. Applicants will be asked to provide evidence that the project meets the identified criteria, demonstrate what you propose to do to tackle inequality and demonstrate what impact your project will have.

Your project could look at one or more areas of inequality it does not need to address all of them.

2. Criteria for the fund

A). Equalities

The criteria for the fund are based upon the requirements set in section 149 of the Equality Act 2010. All projects must therefore meet one or more of the following:-

- a) Eliminate discrimination, harassment or victimisation.
- b) Advance equality of opportunity between different communities of interests or identity
- c) Foster good relations between different communities of interest or identity

For more information on Trafford's Equality objectives please visit:
<http://www.trafford.gov.uk/councilanddemocracy/equalityanddiversity/>

In addition, the Diverse Communities Board has also highlighted a number of priority areas that fit within the above that it would welcome applications from:-

Projects that reduce Hate Crime in Trafford and in-particular that:-

- increase awareness of hate crime
- improve reporting of hate crime and
- protect the victims of hate crime
- challenge the attitudes of perpetrators or potential perpetrators of Hate Crime

We welcome projects that reduce hate crime with currently under-represented groups. Some groups we know about are for example: - Muslims; Young People; People with Learning or Physical Disabilities, but your experience may indicate other groups.

B). Partnerships

The Trafford Partnerships Vision for 2021 is for Trafford to be 'thriving, diverse, prosperous and culturally vibrant'. The 7 key objectives are:

- Safety & Reassurance
- Strong Economy
- Strong Communities
- Brighter Futures
- Positive Environmental Impact
- Better Homes
- Health & Improved Quality of Life for All

C). Principles

Project proposals should meet one or more of the following principles:

- Be innovative in nature
- Provide research or evidence on gaps in services
- Increase awareness of equality

D). Conclusion

In applying for the fund, applicants must demonstrate how their project:

- Meets one or more of the equality priorities listed: AND
- Contribute to reducing hate crime or health inequalities in Trafford
- Makes a difference to a particular vulnerable or at risk group in Trafford
- Contributes to one or more of the Trafford Partnerships key objectives
- Will produce measurable outputs that enhance the Trafford community
- Will represent good value for money
- Meet one or more of the Principles

3. Who Can Apply

To be eligible for funding your organisation must:

1. Be based in Trafford, or be based in the Greater Manchester area and deliver work within the Trafford borough.
2. Have a bank account.
3. Be a not-for-profit third sector organisation – this includes voluntary and community organisations, co-operatives and mutual societies, non-governmental organisations which are value driven and which principally invest their surpluses to further social, environmental or cultural objectives.
4. Be accountable to the community you are intending to work with.

4. Who Cannot Apply

1. Any private sector or “for profit” organisations.
2. Public sector organisations i.e. local authorities, education institutions, health authorities etc. These organisations can be included in formal partnership applications but must not receive income from the Equalities Grant Programme.
3. Projects that promote specific religious or political views. Projects aimed at increasing understanding and cohesion between different communities of faith can be supported and applicants should provide information on how they will engage with and involve other communities in the delivery of their project.
4. Projects that exceed 12 months to deliver.

5. How Much You Can Apply For

We are inviting bids in the region of £5,000- £15,000. However in exceptional cases, larger amounts or all of the £40,000 will be awarded if a project proves to meet criteria of the fund in an outstanding fashion and deliver outcomes that help deliver the advancement of equality in Trafford.

There is no minimum amount but you can apply for revenue costs only (e.g. staffing, stationery etc.), not capital (e.g. construction) costs.

Organisations can submit a maximum of 3 applications.

6. How Your Application Will Be Scored

Applications will be assessed against the following:

- How well your proposal meets the programme criteria
- The projects proposed activity and outcomes
- Demonstrating the local need for the project
- Demonstrating Value for Money
- Having a Monitoring and Evaluation framework
- The financial considerations outlining costs and evidence of appropriate financial controls in place

After assessing individual applications, we will consider how the whole group of applications contributes to the priorities of the programme overall, to ensure a good balance of activities and outcomes. This may mean that projects which score well do not receive funding if, for example, we receive a number of applications for similar projects.

7. Who will decide?

The Award Panel will be comprised of 5 individuals who will shortlist the applications against the criteria of the scheme and make any final decision regarding the allocations of grants.

Short-listed applicants may be invited to pitch their project in person to the Panel before any final decisions are made.

The panel will comprise of the Vice Chair of the Diverse Communities Board, Chief Inspector of Greater Manchester Police, Community Panel Chairperson, and two representatives from the Youth Cabinet.

The panel will also be supported by officers with knowledge and experience on equalities and diversities who will be able to provide information but will not have any voting rights.

8. Monitoring

Successful applicants to the fund will be expected to provide monitoring returns (to be supplied by the Thrive Team and reviewed by the Diverse Communities Board) quarterly, detailing how your project is developing and what progress is being made towards achieving the goals stated in your application. Groups will be required to carry out equality monitoring of their service users and you will also be required to provide information on what expenditure has been incurred in the delivery of your project.

If you need further advice or information please contact the Thrive on **0300 777 0145** or at info@thrivetrafford.org.uk. Please note we cannot help complete your application form or offer advice on the likelihood of success for your application.

Complete this form by 5pm Friday, 20th September 2013 - applications submitted after this deadline will not be considered.

Please return this form to the Thrive Team either by email on info@thrivetrafford.org.uk or by mail to Thrive Trafford, Customer Hub, Sale Point, 126-150 Washway Road, Sale M33 6AG

