

**THIRD SECTOR GRANTS (INCLUDING EVENTS AND FESTIVALS)
PROPOSED AMENDMENTS 2013/14**

1.0 SUMMARY

- 1.1 This report details proposed amendments to the process for all Third Sector Grants (including Events and Festivals) for the financial period 2013/14 and beyond.

2.0 RECOMMENDATIONS

- 2.1 That elected members note the introduction of a Scoring Matrix for all Third Sector grants (including Events and Festivals).
- 2.2 That elected members agree to an upper limit of £4,000 on the amount of funding made available to any one group or organisation in any one financial period, unless there are exceptional circumstances.
- 2.3 That elected members agree a carry forward of a minimum of £5,000 of the total allocation to the second round of grant allocations at the Area Committee meeting in August each year.
- 2.4 That elected members note the earlier closing date of 1st February for the first round of funding in 2013.

3.0 DETAIL

- 3.1 The proposal for the introduction of a scoring matrix for all Third Sector Grants (including Events and Festivals) was presented by local Community Development Officers (CDOs) to Area Business days held in November 2012.
- 3.1.1 The introduction of a scoring matrix would complement the assessment form and make the process more robust, equitable and consistent across all council areas.
- 3.1.2 The scoring matrix is divided into three sections: Social/Community Impact, Sustainability and Finance. It is proposed that the weighting on each of these sections will be as follows: Social/Community Impact 40%, Sustainability 30%, and Finance 30%.

- 3.1.3 It is proposed that further weighting is allocated to the social/community impact section by each area committee according to agreed area priorities.
- 3.1.4 Scores will not normally be disclosed at Area Committee meetings, except where applications are borderline.
- 3.2 It is proposed that an upper limit of 4,000 is awarded to any one group or organisation in any one financial year, except in exceptional circumstances. This will provide more clarity for applicants and allow the total allocation (£35,000 in 2012/13) to be available to more organisations.
- 3.3 Third Sector grants are awarded at Area Committee meetings each year in April and August. It is proposed that each Area Committee agrees an amount to be carried forward to the second round to ensure that projects and events starting later in the year are still able to access some funds. For the Bute and Cowal area it is proposed that a minimum of £5,000 is carried forward to the second round.
- 3.4 It is proposed that the closing date for the first round of applications for 2013/14 is 1 February 2013. This will allow approximately four weeks to assess and score applications prior to reporting to the pre-agenda meetings of Area Committees.

4.0 CONCLUSION

- 4.1 The proposed amendments to the Third Sector grant application system will ensure a more robust and transparent process and allocation of funds to Third Sector organisations according to local priorities.

5.0 IMPLICATIONS

- 5.1 Policy: None
- 5.2 Financial: Within Third Sector Grants area allocation 2013/14
- 5.3 Legal: None
- 5.4 HR: None
- 5.5 Equalities: None
- 5.6 Risk: None
- 5.7 Customer Service: None

6.0 APPENDICES

- 6.1 Draft scoring matrix 2013/14
- 6.2 Draft scoring matrix Events and Festivals 2013/14

**Margaret Fyfe
Community Development Manager
Argyll and Bute Council**

15 November 2014

For further information:

Liz Marion, Community Development Officer (Bute and Cowal)
Dunoon Community Learning Office
Edward Street
Dunoon
PA23 7PH

01369 707166

liz.marion@argyll-bute.gov.uk

THIRD SECTOR GRANTS SCORING MATRIX

Appendix 6.1

DRAFT SCORING MATRIX SUMMARY					
Section	Max. Score	Awarded	Measure	Weighting	Outcome
Social Impact	100	0			
Sustainability	100	0			
Financial	100	0			
Total	300	0	100%		

<u>SCORING</u>								
SOCIAL IMPACT								
Ref		Level	Score	Max Score	Awarded	Measure	Weighting	Outcome
Q1	Educational	Weak	0	10		No clear educational targets		
		Average	5			Project has broad aims but may provide the opportunity for skills development for participants		
		Strong	10			Project aims to increase skills and knowledge of participants		
		Level	Score	Max Score	Awarded	Measure	Weighting	Outcome
Q2	Environmental Impact	Weak	0	10		No environmental targets		
		Average	5			Does not specifically contribute to council targets but has clear environmental aims		

		Strong	10			Contributes to council strategic targets		
		Level	Score	Max Score	Awarded	Measure	Weighting	Outcome
Q3	Cultural Impact	Weak	0	10		No cultural targets		
		Average	5			Does not specifically contribute to council targets but has clear cultural aims		
		Strong	10			Contributes to council strategic targets		
		Level	Score	Max Score	Awarded	Measure	Weighting	Outcome
Q4	Health and Wellbeing	Weak	0	10		No clear health and wellbeing targets		
		Average	5			General statement provided without targets or means to assess impact		
		Strong	10			Group can evidence clear physical or mental health and wellbeing targets and how these will be measured		
		Level	Score	Max Score	Awarded	Measure	Weighting	Outcome
Q5	Addressing Social Inclusion - targeted groups: people with disabilities, black and minority ethnic groups,	Weak	0	10		General community benefit		
		Average	5			No specific group targeted but clear benefits for one or more targeted group		

	young people, people on low incomes, elderly people, LGBT	Strong	10			One or more groups targeted		
		Level	Score	Max Score	Awarded	Measure	Weighting	Outcome
Q6	Community Capacity Building	Weak	0	10		Activities may result in individuals or organisations gaining more skills or confidence, but this is not an aim of the project or measured.		
		Average	5			Skills and/or structures of the group or organisation are developed to enable it to play a stronger role within its community		
		Strong	10			Community is better able to identify and help meet their needs and to participate more fully in society		
		Level	Score	Max Score	Awarded	Measure	Weighting	Outcome
Q7	Community Impact	Weak	0	10		Activity brings people together for personal benefit		
		Average	5			Activity brings people together from different areas for no particular developmental purpose but in a way that creates a sense of community cohesion and belonging		

		Strong	10			Activity brings people together for the purpose of improving or developing their local community (geographical or community of interest)		
		Level	Score	Max Score		Awarded	Weighting	Outcome
Q8	Alleviation of rural isolation	Weak	0	10		Community is not disadvantaged in project area by its rural location		
		Average	5			Project increases access for rural communities or small towns to services that are available urban areas		
		Strong	10			Project increases access for island and remote rural communities to services that are available in small towns or urban areas		
		Level	Score	Max Score	Awarded	Measure	Weighting	Outcome
Q9	Enhancement of quality of life for residents and visitors	Weak	0	10		Project does not provide or increase activities or access to community spaces		
		Average	5			Project provides or increases access to activities or spaces in the area on a temporary basis		
		Strong	10			Project provides or increases regular access to activities or spaces in the area on a long term basis		
		Level	Score	Max Score	Awarded	Measure	Weighting	Outcome
Q10	Partnership Working	Weak	0	10		Applicant evidences no partnership working or support from other organisations		

		Average	5			Project can demonstrate support from CPP partners or other third sector groups or organisations		
		Strong	10			Applicant has involved or worked in partnership with other organisations and has demonstrated this in the application		

SUSTAINABILITY

Ref		Level	Score	Max Score	Awarded	Measure	Weighting	Outcome
Q1	How is the project activity going to continue after the funding has been used	Weak	0	25		Group have not identified potential funding sources or strategies for continuation of project		
		Average	10			Group are aware of potential continuation options (funders etc) but have no specific plans in place		
		Strong	25			Project/Activity is a one off or clear plans are in place for how the project will continue after the funding		
		Level	Score	Max Score	Awarded	Measure	Weighting	Outcome
Q2	Has the project provided evidence of need	Weak	0	25		No evidence provided		
		Average	10			General statement provided without hard evidence eg anecdotal, or out of date research		
		Strong	25			Specific statement provided which evidences need for project eg consultations, statistics, research reports etc.		
		Level	Score	Max Score	Awarded	Measure	Weighting	Outcome

Q3	What are the barriers and challenges to the project?	Weak	0	25		Applicant has failed to evidence awareness of any potential difficulties or challenges and therefore has no contingency planning			
		Average	10			Some barriers and challenges have been identified, however the applicant has not outlined any plans to address these			
		Strong	25			Applicant has identified potential barriers and challenges and has planned to deal with them			
		Level	Score	Max Score	Awarded	Measure	Weighting	Outcome	
Q4	How will the project be monitored and evaluated	Weak	0	25		Applicant has no evaluation plan for project			
		Average	10			Clear targets and success measures identified			
		Strong	25			Evaluation plan involves / gathers feedback from service users			
FINANCE									
Ref		Level	Score	Max Score	Awarded	Measure	Weighting	Outcome	
Q1	First time application/or organisation has not received funding in the last 2 years	Weak	0	25		Repeat application for purpose which has received funding in the last two years			
		Average	10			The organisation has not received funding for this project previously although they may have received grant funding for other activities			

		Strong	25			First time applicant or have not received funding from Argyll and Bute Council in the last 2 years		
		Level	Score	Max Score	Awarded	Measure	Weighting	Outcome
Q2	Match funding	Weak	0	25		Not yet applied for / no clear fundraising plans		
		Average	10			Applied/clear fundraising plans		
		Strong	25			Secured		
		Level	Score	Max Score	Awarded	Measure	Weighting	Outcome
Q3	Reserves	Weak	0	25		Group has significant unrestricted reserves which could fund the activity		
		Average	10			Group has reserves which are ring-fenced for other purposes		
		Strong	25			Group has no reserves		
		Level	Score	Max Score	Awarded	Measure	Weighting	Outcome
Q4	Additionally	Weak	0	25		Activity is a core function		
		Average	10			Activity is on-going and in addition to group's core activities		
		Strong	25			Activity is new and in addition to group's core activities		

THIRD SECTOR GRANTS SCORING MATRIX - EVENTS AND FESTIVALS

Appendix 6.2

DRAFT SCORING MATRIX SUMMARY					
Section	Max. Score	Awarded	Measure	Weighting	Outcome
Community Impact	100	0			
Sustainability	100	0			
Financial	100	0			
Total	300	0	100%		

Community Impact								
Ref		Level	Score	Max Score	Awarded	Measure	Weighting	Outcome
Q1	Economic Impact	Weak	0	10		Minor economic impact		
		Average	5			One day event which will attract and encourage tourism		

		Strong	10			Over one day event that will encourage local spend and attract and encourage tourism		
		Level	Score	Max Score	Awarded	Measure	Weighting	Outcome
Q2	Environmental Impact	Weak	0	10		No environmental targets		
		Average	5			Does not specifically contribute to council targets but has clear environmental aims		
		Strong	10			Contributes to Council or Community Plan strategic targets		
		Level	Score	Max Score	Awarded	Measure	Weighting	Outcome
Q3	Cultural Impact	Weak	0	10		No cultural targets		
		Average	5			Does not specifically contribute to council targets but has clear cultural aims		
		Strong	10			Contributes to Council or Community plan strategic targets		
		Level	Score	Max Score	Awarded	Measure	Weighting	Outcome
Q4	Health and Wellbeing	Weak	0	10		No clear health and wellbeing targets		
		Average	5			General statement provided without targets or means to assess impact		
		Strong	10			Group can evidence clear physical or mental health and wellbeing targets and how these will be measured		

		Level	Score	Max Score	Awarded	Measure	Weighting	Outcome
Q5	Addressing Social Inclusion - targeted groups: people with disabilities, black and minority ethnic groups, young people, people on low incomes, elderly people, LGBT	Weak	0	10		General community benefit		
		Average	5			No specific group targeted but clear benefits for one or more targeted group		
		Strong	10			One or more groups targeted		
		Level	Score	Max Score	Awarded	Measure	Weighting	Outcome
Q6	Community Capacity Building	Weak	0	10		Activities may result in individuals or organisations gaining more skills or confidence, but this is not an aim of the project or measured.		
		Average	5			Skills and/or structures of the group or organisation are developed to enable it to play a stronger role within its community		
		Strong	10			Community is better able to identify and help meet their needs and to participate more fully in society		
		Level	Score	Max Score	Awarded	Measure	Weighting	Outcome
Q7	Community Impact	Weak	0	10		Activity brings people together for personal benefit		

		Average	5			Activity brings people together from different areas for no particular developmental purpose but in a way that creates a sense of community cohesion and belonging		
		Strong	10			Activity brings people together for the purpose of improving or developing their local community (geographical or community of interest)		
		Level	Score	Max Score		Awarded	Weighting	Outcome
Q8	Alleviation of rural isolation	Weak	0	10		Community is not disadvantaged in project area by its rural location		
		Average	5			Project increases access for rural communities or small towns to opportunities that are available in urban areas		
		Strong	10			Project increases access for island and remote rural communities to opportunities that are available in small towns or urban areas		
		Level	Score	Max Score	Awarded	Measure	Weighting	Outcome
Q9	Enhancement of quality of life for residents and visitors	Weak	0	10		Project does not provide or increase activities or access to community spaces		
		Average	5			Project provides or increases access to activities or spaces in the area on a temporary basis		
		Strong	10			Project provides or increases regular access to activities or spaces in the area on a long term basis		

		Level	Score	Max Score	Awarded	Measure	Weighting	Outcome
Q10	Partnership Working	Weak	0	10		Applicant evidences no partnership working or support from other organisations		
		Average	5			Project can demonstrate support from CPP partners or other third sector groups or organisations		
		Strong	10			Applicant has involved or worked in partnership with other organisations and has demonstrated this in the application		
SUSTAINABILITY								
Ref		Level	Score	Max Score	Awarded	Measure	Weighting	Outcome
Q1	Is there evidence of need for the project	Weak	0	20		No evidence provided		
		Average	10			General statement provided without hard evidence eg anecdotal, or out of date research		
		Strong	20			Need identified through consultation/research/previous event		
Ref		Level	Score	Max Score	Awarded	Measure	Weighting	Outcome
Q2	Is there an appropriate management structure in place	Weak	0	20		No set structure		
		Average	10			Chair, Secretary and Treasurer in place		
		Strong	20			Full structure and/or volunteers in place		

		Level	Score	Max Score	Awarded	Measure	Weighting	Outcome
Q3	Does the organisation have the capacity to manage the event?	Weak	0	20		No clear plans		
		Average	10			Planning framework in place or evidence of previous experience (not both)		
		Strong	20			Planning framework in place and evidence of previous experience		
		Level	Score	Max Score	Awarded	Measure	Weighting	Outcome
Q4	What are the barriers and challenges to the project?	Weak	0	20		Applicant has failed to evidence awareness of any potential difficulties or challenges and therefore has no contingency planning		
		Average	10			Some barriers and challenges have been identified, however the applicant has not outlined any plans to address these		
		Strong	20			Applicant has identified potential barriers and challenges and has planned to deal with them		
		Level	Score	Max Score	Awarded	Measure	Weighting	Outcome
Q5	How will the project be monitored and evaluated	Weak	0	20		Applicant has no evaluation plan for project		
		Average	10			Clear targets and success measures identified		
		Strong	20			Evaluation plan involves / gathers feedback from service users		
FINANCE								
Ref		Level	Score	Max Score	Awarded	Measure	Weighting	Outcome

Q1	First time application/or organisation has not received funding in the last 2 years	Weak	0	25		Repeat application for purpose which has received funding in the last two years		
		Average	10			The organisation has not received funding for this project previously although they may have received grant funding for other activities		
		Strong	25			First time applicant or have not received funding from Argyll and Bute Council in the last 2 years		
		Level	Score	Max Score	Awarded	Measure	Weighting	Outcome
Q2	Match funding	Weak	0	25		Not yet applied for / no clear fundraising plans		
		Average	10			Applied/clear fundraising plans		
		Strong	25			Secured (through funding applications or fundraising)		
		Level	Score	Max Score	Awarded	Measure	Weighting	Outcome
Q3	Reserves	Weak	0	25		Group has significant unrestricted reserves which could fund the activity		
		Average	10			Group has reserves which are ring-fenced for other purposes		
		Strong	25			Group has no reserves		
		Level	Score	Max Score	Awarded	Measure	Weighting	Outcome
Q4	Measurement of financial impact	Weak	0	25		No clear measurement of financial impact		
		Average	10			The organisation has projected but no clear model in place in how to assess actual impact		

		Strong	25		Clear measurable benefit to the local economy - applicant has identified how to evaluate and measure the financial impact		
--	--	--------	----	--	---	--	--