

<b>Title of Report:</b>	<b>Culture, Arts &amp; Heritage Grant Programme - Allocation of funding</b>
<b>Committee Report Submitted To:</b>	The Leisure and Development Committee
<b>Date of Meeting:</b>	18 <sup>th</sup> March 2020
<b>For Decision or For Information</b>	For Decision

<b>Linkage to Council Strategy (2019-23)</b>	
Strategic Theme	Resilient, Healthy & Engaged Communities
Outcome	Council will work to develop and promote stable and cohesive communities across the Borough
Lead Officer	Head of Community & Culture Cultural Services Manager

<b>Budgetary Considerations</b>	
Cost of Proposal	£20,012.80 ( <i>net forecasted budget</i> )
Included in Current Year Estimates	<b>YES/NO</b>
Capital/Revenue	
Code	
Staffing Costs	

<b>Screening Requirements</b>	Required for new or revised Policies, Plans, Strategies or Service Delivery Proposals.		
Section 75 Screening	Screening Completed:	Yes/No	Date:
	EQIA Required and Completed:	Yes/No	Date:
Rural Needs Assessment (RNA)	Screening Completed	Yes/No	Date:
	RNA Required and Completed:	Yes/No	Date:
Data Protection Impact Assessment (DPIA)	Screening Completed:	Yes/No	Date:
	DPIA Required and Completed:	Yes/No	Date:

## 1.0 Purpose of Report

The purpose of this report is to provide the outcome of the assessment of applications received to the Culture, Arts & Heritage (CAH) Grant Programme for 2020-21 and to provide recommendations in relation to grant awards to be made through the programme, subject to the outcome of the budget process.

## 2.0 Background

The Culture, Arts & Heritage grant programme forms part of Council's Cultural Strategy strategic priority 4 'To ensure increased access to, and participation in, culture, arts and heritage for marginalised and excluded groups' adopted by Council in 2016.

The primary objective of the cultural strategy is to ensure that both local ratepayers and visitors to the area have continuous access to high quality, accessible, inclusive and affordable cultural services, including arts, museums and heritage.

The introduction of the Culture, Arts & Heritage Grant Scheme in 2016 was in direct response to the findings from the consultation process which highlighted the need to support local groups to promote and develop cultural, arts and heritage projects and activities in the area.

As part of the business planning process, a report was brought forward to Council in November 2019 to approve all grant funding programmes for the 20/21 period, inclusive of the Culture, Arts & Heritage grant programme. Council opted to reduce grant programmes by 5%, including this particular programme.

As a result, the Culture, Arts & Heritage Grant programme was opened on 4<sup>th</sup> December 2019 with a closing date of 31<sup>st</sup> January 2020 for receipt of completed applications. Five information roadshows were held in early December in locations across the Borough to provide potential applicants with detailed information and guidance regarding individual grant programmes.

A total of 33 applications were submitted by the closing date. The grant assessment panel of relevant Council officers assessed the grant applications against the criteria as stated in the Guidance Notes. Applicants were required to attain a score of at least 65% in order to be considered for funding, in line with Council's Grant Funding Policy.

## 3.0 Purpose of the Programme

The Culture Arts and Heritage grant scheme has been designed to support, promote and develop cultural, arts and heritage events, projects and activities. It has been devised to support local community and voluntary groups to promote and develop projects which broaden cultural access throughout the council area. An extract from the Guidance Notes for the grant detailing eligibility and assessment criteria is attached at **Annex A**.

### 3.1 Levels of Grant

Grants are available for a maximum of 100% of the total *eligible* project costs up to a maximum of £1000.

### 3.2 Applications Received

A list of the applications received, the assessment scores and maximum eligible funding amount is listed in **Annex B**. In summary:

No. of applications received	33
Total value of applications received	£34,125
No. of ineligible applicants	0
No. of unsuccessful applications (scoring less than 65%)	5
No. of successful applications (scoring 65% and above)	28
<b>Total value of funding recommended (eligible amounts)</b>	<b>£20,012.75</b>

Five applications did not score sufficiently high enough (65% threshold) to be awarded a grant. Additionally some applications were reduced in the scale of the grant they were considered for, by way of eligible expenditure.

Due to the high number of successful applications and council's decision regarding a 5% reduction in budgets, amounts offered were reduced according to amount requested/eligibility and scoring as follows:

- Score between 90 and 94 receive 90% of eligible amount requested
- Score between 85 and 89 receive 85% of eligible amount requested
- Score between 80 and 84 receive 80% of eligible amount requested
- Score between 75 and 79 receive 75% of eligible amount requested
- Score between 70 and 74 receive 70% of eligible amount requested
- Score between 65 and 69 receive 65% of eligible amount requested

Unsuccessful applicant groups will be referred to Council staff for a range of support, including feedback on applications submitted, one to one mentoring to assist in developing successful project proposals, focussing on project development, preparing successful bids and creative programming. Council Officers can also provide signposting to source and apply for funding from alternative sources.

**Total amount eligible for funding** **£20,012.75**

**Indicative budget requested for 20/21\*** **£20,012.80**

#### **4.0 Recommendations**

- i. **Approve the recommended amounts for funding as detailed in Annex B (total £20,012.75).**
- ii. **Offer support to unsuccessful applicant groups through referral to Council initiatives including one to one development support, funding searches and training programmes on offer through Community Development, Cultural Services and the Funding Unit.**

## Annex A

### Eligibility & Assessment criteria for Culture, Arts & Heritage Grant Programme

#### Overview of fund

Organisations applying for funding from the Culture, Arts and Heritage Grant Scheme will have to demonstrate how their organisation contributes to any one of the following Culture, Arts and Heritage Aims identified in the Causeway Coast and Glens Borough Council's Culture, Arts and Heritage Strategy 2016-2021.

- **Enhancing Our Cultural Venues and Assets** – To use our landscape and our cultural assets and activities to enable opportunities for both local people and visitors to participate in Culture, Arts and Heritage in the area.
- **Investing in Creative Learning and Skills Development** – To support the creative development of our young people and our creative practitioners through training, skills development and providing opportunities to showcase work
- **History, Heritage and Cultural Tourism** – To promote a sense of pride, identity and deeper understanding of our area by bringing together the many stories, histories, identities and languages which are present in the area

All organisations funded through the Culture, Arts and Heritage Grant Scheme must demonstrate how their project contributes towards the aim most appropriate to address the issues in their area. Organisations will be asked to report back on how effective their project has been in meeting these needs and working towards the appropriate aim.

#### Who Can Apply?

Organisations must be from within the Causeway Coast and Glens Borough Council area. To be eligible for grant-aid, you will have to show that your organisation is a bona fide organisation that is well run and that it:

- Has a properly adopted "Governing Document" such as a constitution or memorandum and articles of association which clearly show that it is non-profit making and taking. Evidence that a constitution has been formally adopted must be supplied.

For the purposes of this programme only formally constituted organisations which are not-for-profit organisations that are open, accountable and representative of the geographical area in which they service, promote and support the Culture, Arts and Heritage sector can apply. Such as:

- Cultural, Arts and Heritage groups e.g. drama groups, historical societies, photographic clubs etc.
- Community development groups
- Other organisations involved in Culture, Arts or Heritage development work
- Umbrella organisations provided that their work takes place at a local level

Groups must demonstrate that they have appropriate governing arrangements in place and that they provide a voice for local concerns. The initiatives in which they are seeking funding for must be inclusive, open to the whole community and adhere to democratic principles.

#### What can be funded

Examples of the types of projects which can be funded:

- Training and skills development programmes.
- Projects and events which develop arts and heritage at a local level and make them more accessible for all.
- Learning activities which are not-for-profit and organised by groups for the community e.g. talks, courses, seminars.

## **Annex A**

- Cultural resources including publication, exhibitions, trails, digital resources.

Examples of eligible expenditure:

- Venue hire
- Hire of equipment
- Tutors (we will only fund a maximum of £25 per hour)
- Performance fees
- Materials
- Insurance
- Marketing and publicity
- Travel may be considered if the applicant can demonstrate that it is an integral part of the project,

### **What cannot be funded**

In general, the following will not normally be eligible for funding through the Culture Arts and Heritage grant scheme:

- Proposals that do not directly benefit Causeway Coast & Glens Council residents
- Applications for funding which are considered to be the responsibility of another statutory organisation or Council fund
- Retrospective expenditure where projects have started or services/items have already been obtained and paid
- Applications received after the closing date specified in the promotional literature
- Applications where a committee member or trustee will have a personal financial benefit
- Costs that are not auditable e.g. cash payments unsupported by an approved petty cash system
- Costs towards ongoing running costs (e.g. electricity, rent, insurance, etc.)
- Building costs, capital expenditure or equipment
- Costs towards banking charges and/or repayment of debt
- Costs that can be claimed back from elsewhere e.g. VAT
- Community Festivals (there is a separate fund for this)
- Carnivals/fun days
- General Appeals
- Religious services where only one section of the community is represented
- Buying or leasing musical instruments, uniforms or sporting equipment
- Activities which are party-political in intention, use or presentation
- Salary costs.
- Alcohol costs
- Gratuities, gifts and prizes

## Annex A

- In some instances there may be an agreed hospitality allocation of funds, which must not exceed 10% of the total Council grant.

### Exclusions

In general, it is important to note that this funding programme will not normally award grants to the following:

- Individuals
- Groups operating outside the Causeway Coast and Glens Council area unless the project/event takes place in the council area and directly benefits those who live in it (see 1.5).
- Organisations and events with charitable fundraising as their main or partial focus
- Organisations who have substantial demonstrable reserves
- Political Organisations

### Assessment and scoring

Criteria	Score out of a possible 5	Weighting	Possible Score
Q1 – Clear and concise evidence of a developed project with a Culture, Arts and Heritage ethos		X 3	15
Q2 – Clear and realistic objectives set for the project		X 1	5
Q3 – A clear understanding of how the project objectives link to the Culture, Arts and Heritage aims and can help work towards these.		X 1	5
Q4 - Extent of ability, skills and experience of the group which enables them to deliver the project		X 1	5
Q5 – A clear understanding of why this project is needed and how you know this		X 2	10
Q6 – Detailed explanation of planned promotion of project		X 1	5
Q7 Monitoring and Evaluation		X 1	5
Q8 District Electoral Area	Not scored		
Q9 Breakdown of costs	Not scored		
			50

## Annex B

### CAH Grant Applications 2020-21

#### Successful Applications

	<b>Name of Organisation</b>	<b>Project Title</b>	<b>Assessment Score %</b>	<b>Amount Requested £</b>	<b>Amount Recommended £</b>
1	Ballymoney Drama Festival	Ballymoney Drama Festival 2020	76	1000.00	750.00
2	Ballymoney Writers Group	Creative Writing Workshops	70	1000.00	700.00
3	Bann Valley Community Association	Youth Development in Music	70	1000.00	700.00
4	Big Telly Theatre Company	Used to Be Creative Shop Coleraire	74	1000.00	700.00
5	Comhaltas Comhaltas Ceoltóirí Éireann, Dún Lathaí	Irish Language Classes	66	1000.00	650.00
6	Crafts with Love	Keep Crafting Alive: Community Craft Workshops	68	1000.00	533.00
7	Cushendun and District Development Association	Creative Art for Enjoyment & Improvement	82	1000.00	800.00
8	Cushendun Building Preservation Trust	Cushendun Summer School for Young Artists	70	1000.00	700.00
19	Dromboughil Community Association	Aughlish Stone Circles Heritage Project	86	795.00	599.25
10	Dungiven Regeneration Club	Delivery of two Craft Projects	74	1000.00	700.00
11	Dunloy GAA Club	Community Cultural Programme	68	1000.00	650.00
12	Eoghan Rua Gaelic Athletic Club Coleraire	Irish Language for All	78	1000.00	750.00
13	Gaeil Ruairí Óg Agus Gaeil Na NGLinntí	Working Together	66	1150.00	650.00