

Appendix 7

Portsmouth City Council Transition fund Criteria and Timescale

Who can apply?

Organisations can only apply for a Portsmouth city council transition fund grant if they meet all the following criteria:-

1. they are a voluntary and community unincorporated charitable association
2. or a registered charity
3. or a company limited by guarantee
4. or a social enterprise
5. They have approved annual accounts that are not older than 12 months. Free reserves should be equal to, or less than, the cost of running your organisation for six months.
6. they can provide evidence, or reasonably believe, that between April 2011 and March 2012 the organisation will experience a reduction of funding of at least 15%

Organisations are not eligible to apply if they:

1. cannot send approved annual accounts that are no more than 12 months old
2. are primarily providing **infrastructure services** to voluntary and community sector organisations – this means that the majority of their work is providing information, advice, training and other support that helps voluntary and community groups do their work better
3. **statutory organisations** such as a school or local authority including statutory organisations that have charitable status
4. **private organisation ‘for profit’ organisations**

What activities will this programme support?

All grant applicants must be able to demonstrate how the funding will assist the organisation to meet one or more of PCC's corporate priorities.

- Reduce crime and the fear of crime
- Increase availability, affordability and quality of housing
- Protect and support our most vulnerable residents
- Improve efficiency and encourage involvement
- Raise standards in English and maths
- Regenerate the city
- Cleaner and greener city
- Improve public transport

Limit for individual application

Up to a maximum of £20,000

Activities could include:

1. mitigating the negative impacts of cuts to protect and support the city's most vulnerable residents

2. developing and redesigning existing and new services in the public service areas
3. restructuring or moving to a different business model, including redundancy costs where the organisation does not have sufficient reserves to cover these costs and would otherwise be insolvent
4. the costs associated with moving services to or from other organisations but not TUPE costs
5. the costs of developing new partnerships, alliances, mergers and/or shared services
6. staff training in a new area of service delivery
7. getting expert advice and support
8. 'bridging funding' for organisations which can demonstrate they have a good prospect of being able to access other funding within a three month period
9. One off items which will enable organisations to continue to operate on a sustainable basis without continued funding.
10. The fund may be used to pump prime longer term opportunities (e.g. feasibility studies, research) but there needs to be a clear plan as to how the results of such studies will be taken forward and funded.

Grants cannot pay for:

1. costs that have already been incurred
2. costs that are likely to arise as a result of management misjudgment or financial miscalculation
3. items that only benefit an individual
4. items that are not directly needed to deliver the proposed work
5. funds to build up a reserve or surplus, whether distributable or not
6. loan repayments
7. contributions to general appeals
8. capital costs

Fund Focus

The focus of the fund is to provide a chance for organisations to review the ways they are working and prepare and engage in a different funding environment. Therefore the grants should not be seen as a replacement for lost income however in some cases it may be appropriate to use amount of the grant towards the continued delivery of the services

Examples could include:-

1. to cover salaries of core staff while the organisation completes remodeling activities where cuts in PCC funding might put such a transition at risk
2. to cover a short period of service delivery until the impact of restructures or efficiencies the organisation is making have been realised.
3. to ensure that the adverse effects of cuts in funding for local people are minimised as far as possible in the short term

What evidence do organisations need to send?

1. they must send evidence of the expected reduction in public sector income
2. how the application supports the councils priorities
3. demonstrate through a business case good value for money and future sustainability
4. a clear exit strategy

All projects will be assessed by the voluntary sector unit to ensure match to criteria and eligibility before presented to panel for approval.

Timetable

Application packs available from 25th March 2011

Closing date 14th April 2011

Payments available from 30th April 2011