

# GRANTS PROCESS 2023-24

<b>Recommendations:</b>		
That council delegate authority to:		
<ol style="list-style-type: none"> <li>1. The Town Clerk to prepare a scheme for the implementation of the grants scheme proposed by the People and Communities Committee, and</li> <li>2. The Town Clerk to prepare a budget amalgamating existing grants schemes under one heading,</li> <li>3. The People and Communities Committee to develop criteria for applications for grants, and</li> <li>4. The People and Communities Committee to manage the timetable for grant applications and decisions.</li> </ol>		
	Yes	No
Does the decision involve new expenditure?		No
Is there an existing budget for the proposed expenditure (insert code)	Yes - various	
What procurement level is required?	N/A	
Are there equalities impacts / an equalities assessment required?	Possibly	
Does this require a full council decision? (Reports for full council decision should still be sent to the relevant committee where possible.)	Yes	
Is there a background paper or papers? (provide links below).		Various – see agenda
<b>Background</b>		
<ol style="list-style-type: none"> <li>1. The background papers include the deliberations of the People and Communities Committee, and the subsequent report of the Town Clerk. The minutes of that meeting are part of the agenda for this meeting.</li> <li>2. The proposals of the People and Communities Committee are based upon a desire to simplify and make more accessible the grants process and to provide greater certainty to applicants as to the basis on which their application will be decided.</li> <li>3. Funding for events connected with the heritage of Berwick-upon-Tweed (HODS, Riding of the Bounds and Tweedmouth Feast) will be accounted for and allocated separately, as part of the annual budget process.</li> <li>4. The proposed scheme is that council will advertise three pots of funding: £10,000 for applications of no more than £2,000 £3,000 for applications of no more than £1,000, and £2,000 for applications of no more than £250</li> <li>5. The intention is that the first round of bids for funding will be invited in January 2023, with grants being awarded in April 2023. If there are insufficient successful bids applications will be re-invited in June for a funding round in September 2023.</li> <li>6. Criteria will be adopted on an annual basis by the People and Communities Committee, and all applications will be required to be on the official form and to address the criteria.</li> <li>7. Grant allocations will be reported to Council but the decision making is delegated to the People and Communities Committee.</li> <li>8. Existing recipients of grants that have recurred for more than one year will be sent a consultation letter.</li> </ol>		
<b>Issues arising from proposal.</b>		
None.		
<b>Rationale for recommendation.</b>		
Contained within background papers, and to give life to the decision of the People and Communities Committee.		