Philip Seccombe Police and Crime Commissioner for Warwickshire

Grants Application Form 2024/25 Question Set

You will need the answers to the following questions to fill in the online application form. * Denotes a mandatory question.

About your organisation

1. What is your organisation's name? *

2. What is your organisation's address, including the postcode? *

3. What is your organisation's email address? *

4. What is your organisation's website address?

5. What type of organisation are you? *

E.g.
  Community organisation/voluntary sector
  Public sector
  Registered charity
  Social enterprise
  Other (please specify):

6. Please state your registered charity number (if applicable)

7. Please state your VAT number (if applicable)

8. In what year was your organisation formed? *

9. Please provide a brief summary of your organisation and its main aims and objectives. (Maximum 200 words) *

10. How did you hear about this grant scheme? *

11. Have you previously applied for or received funding from the Commissioner in the last five years? *

 12. If yes, which financial year(s) was this?

The project lead

The next section asks for details of the person who will be leading the project. This person should know all aspects of the project and be in a position to answer questions about it if required.

13. Name *

14. Position held *

15. Email address *

16. Telephone number *

Your project - summary

The next section asks for details about the project or initiative for which you are applying for funding.

17. Name of your project/initiative *

18. Please provide a high level summary of the project or initiative. You will be asked for further detail in later sections of the form. (Maximum 200 words) *

19. Which districts/boroughs in Warwickshire will your project cover?

20. Will any part of your project be delivered outside of Warwickshire? *

21. If yes - please provide further details of the elements of your project that will take place outside of Warwickshire and explain why you consider they will still be eligible for our funding. (Maximum 200 words) *

22. Who are the key beneficiaries of your project and how many people will benefit from it? Please specify expected numbers, geographical locations and any other relevant demographic details. (Maximum 200 words) *

23. Which of the following focus areas of the Commissioner's Police and Crime Plan does your project address? Please tick all that apply. *

☐ Violent crime (County Lines and knife crime)

☐ Organised crime (Drugs, exploitation, fraud and cybercrime)

☐ Reducing re-offending (Substance misuse, managing offenders)

- ☐ Neighbourhood policing (Rural crime, burglary, vehicle crime and theft)
- ☐ Violence against Women and Girls (including domestic abuse, sexual violence, and stalking)
  Projects similarly tackling Interpersonal Violence against Men and Boys are also welcome
- ☐ Vulnerability (mental health, hate crime and homelessness)
- ☐ Road Safety (reducing death and injury on the roads)
- ☐ Involving communities (listening to people and using volunteers to prevent and divert from crime and anti-social behaviour)
- ☐ Crime prevention (upstream prevention of crime and antisocial behaviour to stop it from occurring in the first place)
- ☐ Partnership working (collaborating together to make communities safer)
- ☐ Improved communications across policing and the criminal justice system, which supports crime prevention and diversion activities
- ☐ Justice outcomes (projects that lead to better investigations and timelier results, which can then translate into appropriate diversionary interventions and 'out of court' disposals)

24. Who else will be involved in the delivery of this project or activity (if applicable)?

25. When will the project be delivered? *
Start date (not before 01/04/2024):   *
Finish date (no later than 31/03/2025):   *

The problem you are seeking to address

The next section asks questions to help us understand more about the community safety/road safety problem your project is seeking to address and how you have identified it.

26. What is the problem or issue your project seeks to resolve and how did you identify it? (Maximum 300 words) *

27. Does your identified problem or issue: *

	Yes	No	Not applicable
Affect the community (whether the whole community or part of it)?	☐	☐	☐
Generate harm (directly, for victims, or indirectly – for example, through fear in the community)?	☐	☐	☐
Happen frequently?	☐	☐	☐

28. Which groups or parts of the community are affected by the identified problem? For example, ethnic groups, people with protected characteristics, refugees, young people etc. Please specify. (Maximum 200 words)

29. Who have you consulted in the development of your project? Please include details of any statutory, voluntary, third sector or community organisations you have discussed your project with. *

30. What activities/interventions are you proposing to deliver using the grant? Please provide details. (Maximum 200 words).
Note: Where specific project materials are referred to (for example, teaching programmes or classroom/training literature), we may contact you and request copies to assist our evaluation of your bid. *

31. If you need referrals of service users, please explain how you will secure these. (Maximum 200 words)

32. Where applicable, have you checked that any partners who need to play a part in implementing the proposed activities/interventions (such as any statutory, voluntary, third sector or community organisations) are able and willing to take the actions, or provide the resources required? Please provide details as appropriate, to include the relevant contact names and organisations. (Maximum 200 words).

33. Please explain how you will promote the project or initiative. (Maximum 200 words) *

Outputs, outcomes and monitoring

Successful grant holders must undertake monitoring and evaluation activities to demonstrate the success of and any learning from the project. Both outputs and outcomes must be monitored and evaluated and reported to the OPCC.

Outputs: consider how you will keep a record of the activities being delivered and how these will be monitored

Outcomes: consider what methods you will use to evaluate the changes the result from the project. Consider if you will need to interview or survey participants. Will you need to work with partners to evidence to improvements in people's behaviour or to measure reductions in crime and incident reporting?

34. Please describe how the proposed activities/interventions are expected to prevent or divert the identified problem. (Maximum 200 words). *

35. How will you measure the impact and success of your project or initiative? Please set out what data will be used to monitor successful delivery - this should include both outputs and outcomes as described above. (Maximum 200 words). *

36. If you have an example of an existing performance monitoring/measures report, you may wish to upload it here.

The funding you are applying for

This section asks for information about the funding you are applying for and the costs of your project.

 37. What is the total cost of your project or initiative? *

38. How much grant funding are you requesting from the PCC? This must be no more than £15,000. *

39. Have you secured any other funding to support your project or initiative in 2024/25? If yes, please detail the source and the amount in the comments field. *

40. Have you submitted any other applications for funding to other bodies for this project? *

41. If yes to Q40, what is the funding source and how much was requested? *

42. If yes to Q40, is your project dependent on receiving this funding alongside the PCC grant?

43. What is the breakdown of the costs for the project or initiative's budget? Please make sure you have referred to the guidance notes to understand what we will and will not fund. You can use the comment field to provide any additional detail not covered in the table below. *

	Detail	£
Employee costs		
Transport and communication costs		
Training, supplies, interventions and activities costs		
Promotional materials, events and campaign costs		
Other costs (please explain in the detail box)		
Total project costs		

Comments:

44. Are you aware of any conflicts of interest that could arise with receiving funding from the Police and Crime Commissioner (for example, a family connection or business
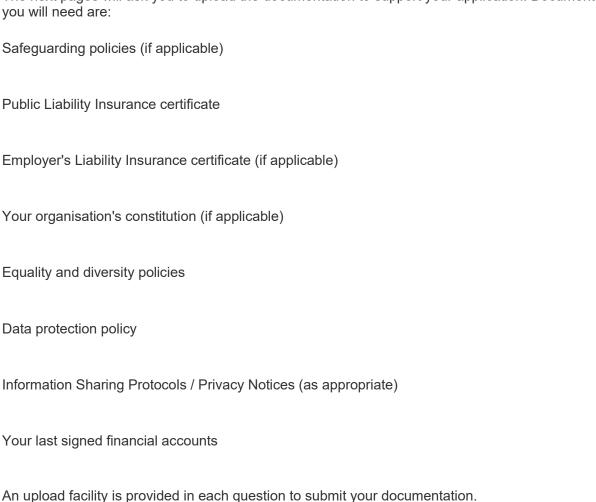
relationship with the Commissioner, Deputy Commissioner or a member of OPCC staff)? If yes, please provide details in the comment box.

Please note that a conflict of interest will not necessarily prevent the award of a grant but any known conflicts must be declared to ensure the fairness and transparency of the grants process and to ensure mitigations can be applied. *

Supporting documents and information

As part of the grants application process, we ask for a number of policies and documents in order to properly assess your bid.

The next pages will ask you to upload the documentation to support your application. Documents you will need are:

Safeguarding policies (if applicable)

Public Liability Insurance certificate

Employer's Liability Insurance certificate (if applicable)

Your organisation's constitution (if applicable)

Equality and diversity policies

Data protection policy

Information Sharing Protocols / Privacy Notices (as appropriate)

Your last signed financial accounts

An upload facility is provided in each question to submit your documentation.

For all applicants other than local authorities, we ask that all applicable documents are provided. Failure to do so may make your bid ineligible for consideration.

Applications made by local authority partners are not required to provide this information.