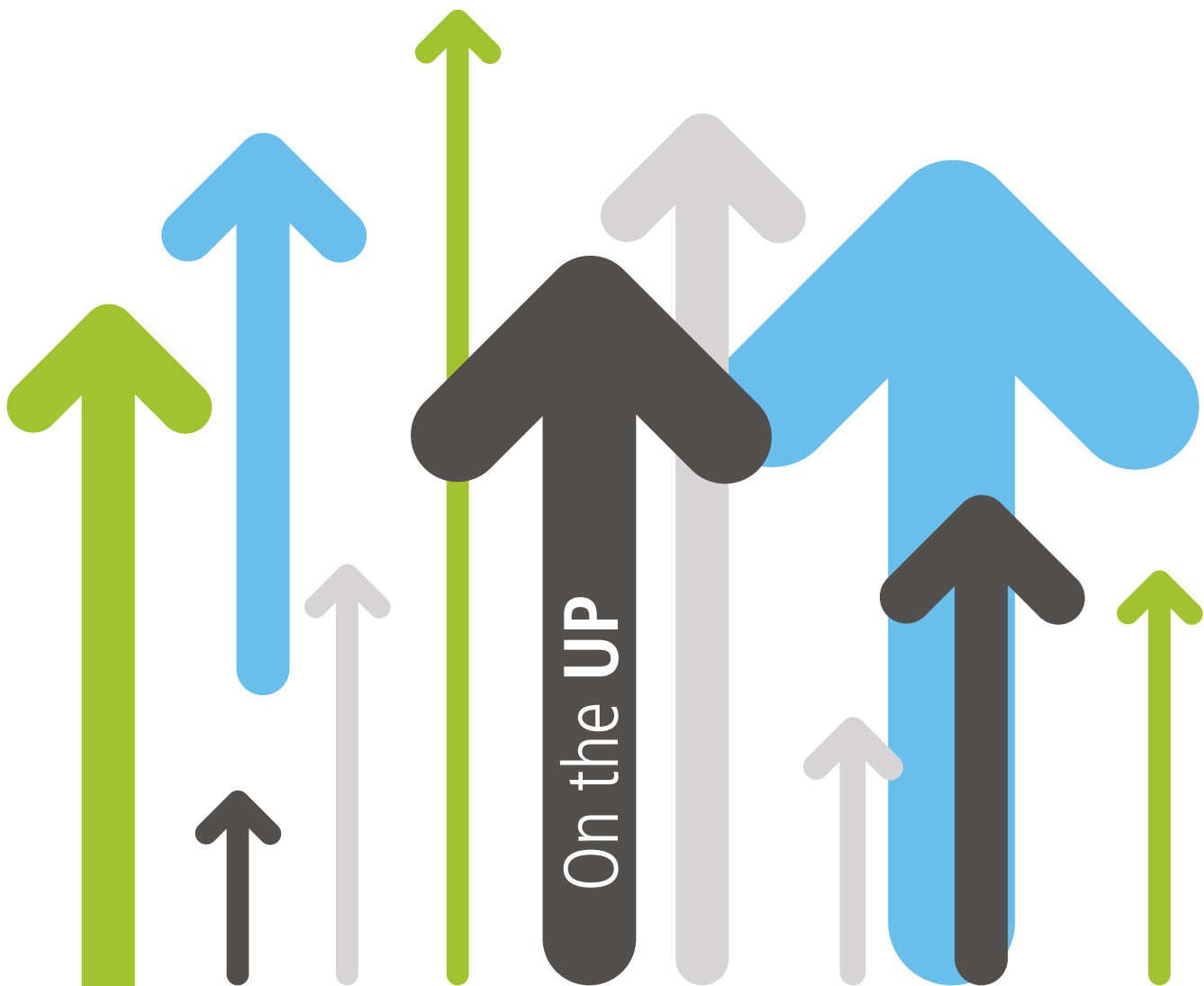


Tackling Poverty by

MAKING ENDS MEET

Participatory Budgeting 2018 - 19



Dumfries and Galloway Council has made **£250,000** of Tackling Poverty funding available to help local people 'make ends meet' and tackle the causes and effects of child poverty; we think you can help.

Funding will be available to local people groups and organisations who want to stand up to poverty and do something positive in our local communities.

Grants from between £100 and £10,000 or up £20,000, in certain circumstances, are available.

The closing date for you to submit your project proposal is midnight on Friday 11 January 2019.



What you need to do and when do you need to do it?

Complete your project proposal and submit it by e-mail to:

PBMailbox@dumgal.gov.uk

Or by post to:

Communities Business Management
Municipal Chambers, Buccleuch Street, Dumfries, DG1 2AD

Your proposal must be with us by no later than midnight on
Friday 11 January 2019

You and your organisation

You need to tell us a little bit about you or your organisation, but more importantly, you need to tell us how you plan to tackle the following poverty related outcomes:

- Supporting people and families, who are in or are about to fall into poverty, to 'make ends meet' in relation to household income and living costs.
- Tackle the causes and effects of child poverty.

Your project must demonstrate clearly a positive contribution to the region's Anti-Poverty Strategy and link closely to the challenges and opportunities laid out in the Strategy:

- Low wage / low skilled work economy
- National Welfare Reform & Universal Credit implementation
- Fuel poverty
- Equality & Diversity
- Regional and local demographics and geography

Once we receive your project proposal, if anything isn't clear for us, we will get in touch.

On the **UP**



Once we have received all the project proposals the PB Steering Group will examine them to make sure they do what we need them to do. We will use the following criteria to help us do this:

- Outcomes** Your project proposal must have clear and strong links to the outcomes, challenges and opportunities above.
- Stability** Evidence must be provided that demonstrates to the Steering Group that you / your Group is stable and prepared enough to successfully deliver the project.
- Experience** You need to demonstrate any previous experience or skills you may have in delivering projects in this field / area.
- Finance** You have a reliable financial model underpinning the project proposal.
- Deliverability** The Steering Group must be confident that the project, should it be funded, can be delivered as proposed.

If we need any more information, we will be in touch or if you want to check anything with us, please get in touch.

How much can you apply for?

Your application can be for as little as £100 or as much as £10,000. In some circumstances you may be eligible to apply for up to £20,000. You need to demonstrate that your project will generate positive impact for those who need it the most.

You must tell us which geographic area your project will be delivered in:

- Annandale & Eskdale, or
- Nithsdale, or
- Stewartry, or
- Wigtown

Who

- Project proposals will be accepted from constituted groups, voluntary organisations and individuals.
- Groups and individuals who are not constituted can still apply. However, such groups must be supported by an 'anchor' organisation who are constituted, have a bank account and who will be responsible for any funding awarded.
- Groups awarded funding will enter into a contract with Dumfries and Galloway Council. This contract will be to deliver the commitment you have laid out in the project proposal. The delivery of the project will be monitored, evaluated and reported on.
- If your project looks to employ staff and / or deliver activities, you must factor into your planning employment law, employee rights and liability insurances.
- Proposals from local Community Planning Partners and National Support Agencies will be accepted, but only where the project proposer looks to deliver the project with the direct support of a local community group.
- Project proposals that rely on match funding from other sources will not be accepted.

What

- The funded activities must not start before the funding has been awarded. Activities must commence no later than 90 days after the funding has been awarded.
- All funded activities must take place within Dumfries and Galloway and within the geographic area referred to in your project proposal.
- Any funding awarded is one-off and will not recur. However, projects that propose the enhancement, development and improvement of activities funded through the first round of Tackling Poverty PB will be considered. In such cases, you **MUST** make it perfectly clear how you will achieve this, how the new impact will be delivered and how more and additional people will have their outcomes improved.
- If your planned activities involve young people and / or vulnerable adults you must have in place the necessary PVG checks.
- All project proposals put forward to the public vote will be examined by the Steering Group to ensure they are fit for purpose.
- Not all project proposals will be successful and funding cannot be guaranteed.
- Groups with projects being put forward to a public vote will be required to:
 - agree that their project information will be promoted publicly
 - provide sufficient narrative and digital imagery to promote their proposal on-line
 - attend public voting event/s to promote their project
 - understand the PB process
- All groups proposing projects will be required to participate in the promotion and evaluation processes.
- Projects which are co-produced and co-delivered by more than one organisation can apply for up to £20,000

Support and guidance on completing applications and project planning can be obtained from [Third Sector Dumfries & Galloway](#)

Public Voting – When, Where & How

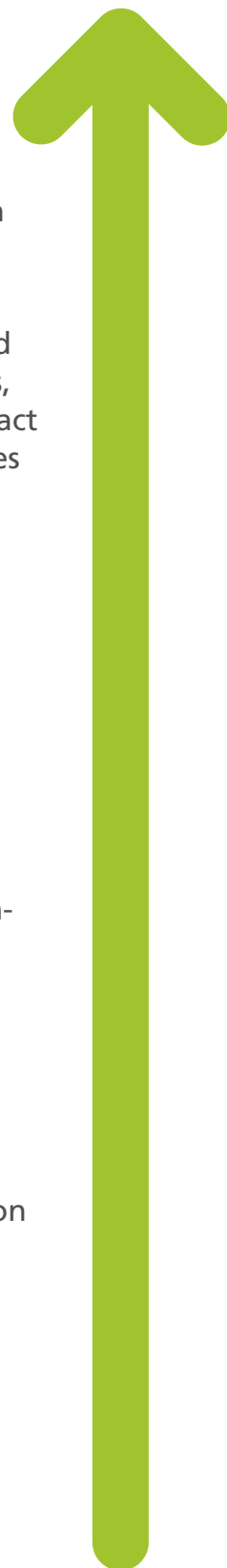
Public voting will take place in early March 2019.

The public will be able to vote in one of three ways:

- 1, In person at one of the local voting events.
2. On-line through our dedicated digital platform
3. Direct engagement

The final arrangements for voting will be agreed by the Steering Group as the PB process develops.

Should your project proposal progress to the public voting stage, we will notify you by 31 January 2019



Tell us about you and your project

Is this application by an individual or organisation

Name of your organisation

Details of your main contact (this will be the person we contact)

Name

Contact Address

Contact email

Contact telephone

Name of your Project

How much are you applying for

£

Which area of Dumfries and Galloway will your project be delivered in? (Please tick)

Wigtown

Stewartry

Nithsdale

Annandale & Eskdale

What poverty outcomes are you looking to improve? (Please tick)

Supporting people and families, who are in or are about to fall into poverty, to 'make ends meet' in relation to household income and living costs.

Tackling the causes and effects of child poverty.

Your project proposal must link directly and clearly to at least one of the challenges and opportunities identified in the regions Anti-Poverty Strategy:

Low wage / low skilled work economy

National Welfare Reform & Universal Credit implementation

Fuel poverty

Equality & Diversity

Regional and local demographics and geography

On the UP



In 500 words or less, tell us about your project proposal. What will you do with the funding, who will benefit, where will activities be delivered and why are they needed.

To allow us to promote your project digitally you must highlight on your application one paragraph that encapsulates your project proposal. You must also provide a digital photograph / image which links to your project. We cannot progress your project proposal if you do not do this.

What will you spend the money on?

What?	How much?

Who will help you design and deliver your project?

How will you demonstrate your project has been successful?

Prior to submitting your project proposal, you must be confident that the criteria we will use to sift project proposals are met:

Stability

Deliverability

Finance

Experience & Skills

Give details of the bank or building society account we should pay your funding into. We prefer to make payments electronically (by BACS) so we need your account details.

Name of bank or building society	<input type="text"/>		
Address of bank or building society	<input type="text"/>		
Sort Code	<input type="text"/>	Account number (if you have a bank account) and roll number (building society account)	<input type="text"/>
Account name	<input type="text"/>		
Name of first signatory	<input type="text"/>		
Signature	<input type="text"/>		
Position within your organisation	<input type="text"/>		
Date	<input type="text"/>		
Name of second signatory	<input type="text"/>		
Signature	<input type="text"/>		
Position within your organisation	<input type="text"/>		
Date	<input type="text"/>		

Please check and double check your application.

Once you are happy with your application form you should e-mail it to

PBMailbox@dumgal.gov.uk or post it to

Communities Business Management, Municipal Chambers, Buccleuch Street, Dumfries, DG1 2AD.

Timeline

- 11 January 2019** - Application process closes
- 21 January 2019** - Project proposals sifted by the Steering Group
- Early March 2019** - Voting events

For Office Use Only

Date application Received

Ref No.

Checked by Signature