

## **POLICY FOR DEALING WITH REQUESTS FOR GRANT FUNDING FROM EXTERNAL ORGANISATIONS**

Report of the Director & Company Secretary

### **1. SUMMARY OF REPORT**

This report sets out a proposed policy for grant funding requests from organisations external to Derby Homes, other than the City Council.

### **2. RECOMMENDATION**

That the Committee approves the proposed policy for dealing with requests for funding from external organisations.

### **3. MATTER FOR CONSIDERATION**

- 3.1 Committee may recall earlier this year we received a request for Estates Pride funding by the Derby Association of Community Partners towards costs of refurbishing the Chaddesden Park Community Café. The matter was referred to the Board from the Local Housing Board North. The Board agreed that future requests for funding should include a business case, setting out how the project will be sustained in the longer term.
- 3.2 The matter was referred to the Governance Services Committee and as a consequence a draft policy for grant funding has been prepared. The Governance Services Committee has considered these proposals and recommended the matter to this Committee for approval.
- 3.3 The purpose of the policy is to provide guidance to organisations requesting funding or sponsorship by Derby Homes and to ensure openness and transparency in the way we deal with requests for funding. The policy does not include requests for funding from the Estates Pride fund, for which there is a separate application process.
- 3.4 Applications will generally only be considered from voluntary, community or tenants' groups and will need to demonstrate that the grant funding will benefit tenants of Derby Homes. However, applications for funding are also received from statutory bodies and partners for specific projects such as the Derby Liberation Day. It is also proposed that requests of over £1,000 should contribute to at least one of Derby Homes strategic objectives.

- 3.5 All applicants will also need to provide a range of information such as their organisation's constitution, bank statements and references, the nature of any relationship with Derby Homes – staff or board members, etc. For requests for funding of over £1,000 applicants will need to provide a business case, annual accounts and details about how projects will be sustained in the longer term.
- 3.6 Requests for funding up to £5,000 will be considered for approval by the Chief Executive of Derby Homes and a Director. Any requests above £5,000 will be considered by the Local Housing Board.
- 3.7 There will be no appeals process, but applicants may re-apply for funding after 12 months.
- 3.8 Attached to this report at Appendix A is the proposed policy for funding to external organisations.

#### **4. FINANCIAL AND BUSINESS PLAN IMPLICATIONS**

In 2008-09, the Chief Executive's Partnership and Development budget of £50,000 funded requests from 11 organisations a total amount of £9,771. Nine organisations received funding of up to £1,000 and two organisations received amounts between £1,000 and £5,000.

**The areas listed below have no implications directly arising from this report**

- Consultation
- Legal and Confidentiality
- Personnel
- Environmental
- Equalities Impact Assessment
- Health & Safety
- Risk

**If Board members or others would like to discuss this report ahead of the meeting please contact the author, or the Chief Executive, [phil.davies@derbyhomes.org](mailto:phil.davies@derbyhomes.org) - Tel 01332 711010**

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**Background Information:** None

**Supporting Information:** None