

**SOUTH AREA COMMITTEE**  
**3<sup>rd</sup> March 2008**

**REGENERATION ISSUES REPORT: APPLICATIONS FOR SIB**

**1. Sunderland South Body Worn Video Units**

<b>Project Title:</b>
Sunderland South Body Worn Video Units – Head Cams Project
<b>SIB Requested:</b>
£1,980.00

**Section 1: Application Requirements**

<b>1.1</b>
<p>Please note that this application will be presented to the relevant Area Committee for its consideration when determining your SIB Grant Application. The Agenda and the Minutes of the Area Committee Meeting will be available for inspection by members of the public. Please therefore ensure that your organisation is agreeable to the content of the information that is set out in the form.</p> <p>The Application Form should be provided in either electronic (e-mail or floppy disc) or typed format.</p> <p>If you have a problem with returning this form in either electronic or typed format, please contact the appropriate Area Regeneration Officer. Contact / address details are provided on the covering letter and in the Guidance Notes and Criteria and Project Guidelines.</p> <p><b>Please note that a representative of your organisation must be available to attend the pre-agenda and main committee meeting(s) to which this application is presented, as they may be required to answer questions. Failure to attend the meeting(s) may result in your application being deferred or rejected.</b></p> <p>Dates and Venues of future meetings are provided as supporting information.</p>
<b>1.2 Which Area Regeneration Framework(s) does your project cover? (Please tick)</b>
Coalfield [ ]    East [ ]    North [ ]    Washington [ ]    West [ ]    South [x]

**Section 2: Sponsor Details**

<b>2.1 Name of Lead Organisation / Group:</b>	
Northumbria Police – Sunderland Area Command	
<b>2.2 Address of Lead Organisation / Group:</b>	
Sunderland Area Command Gillbridge Police Station Sunderland	
<b>2.3 Contact Name for Project:</b>	<b>2.4 Position in Organisation:</b>
Insp 7025 Lisa Musgrove	Neighbourhood Inspector (Sunderland South)

<b>2.5 Tel. Number:</b>	<b>2.6 Fax Number:</b>	<b>2.7 E-mail Address:</b>
0191 563 6953	0191 563 6218	lisa.musgrove@northumbria.pnn.police.uk
<b>2.8 Day to Day Contact Name / Details:</b> (if different to 2.3 above)		
Mobile telephone number 07747763477 and as above		
<b>2.9 Legal Status of Organisation:</b>	<b>2.10 Registered Charity Number</b> (if applicable):	
Police	Not applicable	
<b>2.11 Does your organisation have a bank account into which funds can be paid?</b>		
Yes		
<b>2.12 Has the organisation received SIB support previously?</b>		
Yes [ x ] No [ ]		
<b>If 'Yes' please provide details:</b>		
North and West Sunderland Area Committees – Head Cams Equipment Purchase.		
<b>2.13 Are any trustees / members of the organisation employed by or are Elected Members of the City Council?</b>		
Yes [ ] No [ x ]		
<b>If 'Yes' please provide details:</b>		

### Section 3: Project Details

<b>3.1 Project Title:</b> (please re-state title as per front sheet)	
Sunderland South Body Worn Video Units – Head Cams Project	
<b>3.2 Project Start Date:</b>	<b>3.3 Project End Date:</b>
April 2008	July 2008
<b>3.4 Please Describe the project:</b>	
<p>This innovative 'Body Worn Video Unit' (BWVU) technology project is intended to add operational, preventive, proactive, reassurance and criminal justice based value to the wider role of the South Area Neighbourhood Police Team. It is anticipated this will positively impact on the service delivery provided to the residents and visitors to the area with protection provided to all parties.</p> <p>The concept of a Neighbourhood Policing Team in the Sunderland South Area remains unchanged with the additional policing facility aiming to reduce crime and disorder levels and reduce fear of crime levels and this project will develop a wider pilot scheme.</p> <p>It is personal CCTV system, with a thumb-sized camera attached to a headband linked to a digital video recorder (DVR). This has an easy to view LCD Screen and a GB Hard Drive. This makes instant playback possible at crime scenes, and permits the storage of around 400 hours of sound and video footage. The device has permanent date/time 'stamping' for evidence 'chain' purposes. The surveillance system can replace portable CCTV use in situations where suspect identification and surveillance, intelligence/information collection and</p>	

sharing are required. Head-cams permit the wearer to be 'hands free' when recording data and allows them to fully participate in an incident, which is not possible when using hand-held devices.

Use will be made of experience encountered elsewhere in the country where the equipment has been used and the following examples suggest positive outcomes. A National Home Office evaluation report is expected to be produced providing comment and recommendations for future development.

The project can be construed as the next technological step in the development of existing CCTV schemes i.e. CCTV Vans, Rapid Deployment cameras and static cameras within Sunderland.

**3.5 What service does the organisation currently provide and how will this be complemented by the project?**

Northumbria Police is responsible for policing a diverse region that spans 2,150 square miles, consisting of large rural areas, densely populated conurbations and thriving inner cities. The force is split into six geographical area commands, supported by 11 specialist departments. With a resident population of 1.4 million, Northumbria Police is one of the largest forces in England and Wales.

Two teams of one Sergeant and four police constables, under the supervision of an Area Inspector, are assigned to the South area of Sunderland. They are able to devote their time to the area, and as a result, strong relationships have been forged with people living and working within the area.

Community Support Officers (CSOs) work with both the Farrington/ Doxford Park team and the Plains Farm/ Silksworth team.

**3.6 What additional activity will SIB funding allow to happen** (please tick the appropriate statement)

(a)	A project will go ahead which otherwise would not happen at all	<input checked="" type="checkbox"/>
(b)	A project will be provided to a higher quality / on a greater scale	<input type="checkbox"/>
(c)	The funding will accelerate the implementation of the project by 12+ months	<input type="checkbox"/>
(d)	A gap in funding will be filled pending other funding being secured	<input checked="" type="checkbox"/>
(e)	Other reason	<input type="checkbox"/>

**Please explain your answer:**

If the project were not to go ahead, Northumbria Police would continue to provide community-policing teams within the areas. However, the lack of this cutting edge technology would deprive the officers of equipment with the potential to remove the current historic difficulties of gathering and presenting evidence of a standard deemed to be of a quality capable of exceeding the 'test' imposed by the Crown Prosecution Service prior to any prosecutions being instigated. The request is for partial funding for this project as funding is also being requested from the South LMAPS capital budget.

**3.7 How will you publicise that you have received support from SIB?**

(Please refer to Section 3 of the guidance notes)

Sunderland Area Command has for some time worked closely with Sunderland Council. We have good relationships with the local media and have pro-active media strategies and staff to promote good working practices and support given by external bodies. The Safer Sunderland Partnership also has a pro-active 'marketing and media' sub group whose expertise can be called upon to advertise the success of the project and the positive outcomes. The Area Committee Marketing project will lead on behalf of the Committee.

**3.8 Has there been any consultations concerning the need for this project?**

Yes  No

**If 'Yes' please provide details:**

Public meetings in the South of Sunderland have identified areas of concern, face to face contact with members of the public on a daily basis have shown a need for a different enhanced approach to tackling emerging issues. This issue has also been discussed at the South LMAPS where there was a consensus of opinion on the need for this project.

**3.9 Is there any documentary evidence available to support the need for this project?**

Yes  No

**If 'Yes' please provide details:**

There have been a number of trials of BWVU in different areas in the country by a number of Police Forces these have shown that the BWVU improves policing and increases community safety. A number of case studies are highlighted below.

**Case study 1: Newcastle-upon-Tyne**

Newcastle West End police have been involved in piloting the equipment and findings presented to national partners at a number of events. Head-cams have been used in the West End to support the work of CSOs and Community Beat Managers enabling the CSOs to more easily record information in support of prosecutions, and additionally they have experienced less aggression from perpetrators. Evidence obtained so far has meant fewer contested cases. During the summer, officers on mountain bikes successfully used the equipment to quickly and silently target those making illegal use of motorcycles in estates. Protocols are being developed for using the equipment and the view is that the equipment has helped officers become more professional in their approaches, as everything is recorded and can be played back at any point.

**Case study 2: Durham Constabulary**

In July 2006, a Police-led project to reduce Violence Against the Person offences (VAP) was initiated in the Force area. One of its aims was to provide an enhanced evidence-gathering system for police officers. Head-cams were used for a short pilot during August in an identified Domestic Violence (DV) hot spot area. Early evaluation brought positive results, when details of serious domestic incidents were captured, leading to the arrest of suspects. Experience has shown that officers attending incidents have achieved better outcomes, and obtain enough qualitative evidence to secure a favourable decision from the Crown Prosecution Service (CPS), or custody officer.

**Durham Police assess the benefits to include:**

- Increase in early guilty pleas saving Police and court time
- Increase in detections
- Increase in offenders brought to justice
- Significant reduction in complaints against Police and other parties
- Increase in professionalism of officers handling incidents
- Valuable 'aid to learning' tool for training purposes
- Reduction of officers' time preparing documentation, which will enable a greater visual presence police presence on the streets.

Case Study 3: Sunderland North Police Team

The use of BWV has been of immense use particularly for Neighbourhood Team officers tackling quality of life issues. Whilst the devices have not produced many dramatic outcomes of offenders being caught in the act of committing criminal offences, this was expected and perhaps a little optimistic to expect otherwise. Where BWV really comes into it's own is putting parents, magistrates and juries in the place of a bystander or victim and bringing home the nature of unacceptable behaviour.

Of all the arrests directly or indirectly linked to the use of BWV, there is yet to be a need to

present evidence from the BWV as evidence in court proceedings. Overwhelmingly, when presented with evidence of their wrongdoing, offenders have fully admitted any offences. The devices have also allowed the Neighbourhood Policing Team to begin to compile dossiers of video evidence against anti-social behaviour targets. Footage of incidents which in their own right may not constitute an offence, but taken together as a series of incidents will provide primary evidence when seeking Anti-Social Behaviour Injunctions, Orders and Notice of Seeking Possession.

### 3.10 Who will benefit from the services provided by the project?

The police and the general public in the South area of Sunderland will benefit from the officer's usage this piece of equipment. The BWVU will provide numerous benefits to the community and officers in increased arrests / detections, which in turn will manifest itself in reduced crime and disorder, meaning there is a greater visible police presence on the streets, as officers are able to reduce document preparation and provide strong instant evidence as the unit can be accessed for instant playback.

### 3.11 Will there be any implications for Council Services arising from this project?

Yes [ ] No [ x ]

If 'Yes' please provide details:

### 3.12 Does this project require the support or sponsorship of a Sunderland City Council Directorate?

Yes [ ] No [ x ]

If 'Yes' please provide details:

### 3.13 Are any legal and other approvals required?

Yes [ ] No [ x ]

If 'Yes' please provide details of type of approval, date secured, or date expected to be secured:

## Section 4: Equal Opportunities

### 4.1 Does your organisation have an Equal Opportunities Policy?

Yes [ x ] No [ ]

If 'Yes' please describe how the project will comply with the Policy:

All Northumbria Police personnel are required to comply with the requirements within the Equal Opportunities Policy. The purchase and the use of the equipment by trained police personnel will undoubtedly enhance the reassurance the police already provide to all sections of the community, including the more vulnerable and hard to reach groups. Operational activity to support these groups will benefit from the ability to record video footage with sound during acts of Public Disorder where evidence of insulting / threatening words or behaviour cause, alarm, harassment and distress. This equipment has the ability to capture such behaviour under certain conditions, and consequently should be seen as a positive and welcome innovation.

If 'No' please describe how your organisation addresses equal opportunities issues:

<b>4.2 Does your project specifically address any of the following issues?</b>	
<b>Ethnic Issues</b>	Yes [ <input type="checkbox"/> ] No [ <input checked="" type="checkbox"/> ] (please tick)
<b>If 'Yes' please provide details as to how the project is in line with the Race Relations Act 1976:</b>	
<b>Gender Issues</b>	Yes [ <input type="checkbox"/> ] No [ <input checked="" type="checkbox"/> ] (please tick)
<b>If 'Yes' please provide details as to how the project is in line with the Sex Discrimination Act 1975:</b>	
<b>Disability Issues</b>	Yes [ <input type="checkbox"/> ] No [ <input checked="" type="checkbox"/> ] (please tick)
<b>If 'Yes' please provide details as to how the project is in line with the Disability Discrimination Act 1995:</b>	

## Section 5: Relationship of Project to the Area Framework(s)

<b>5.1 Identify which Area Regeneration Framework Action Plan Strategic Priorities this project will address through the use of SIB, and demonstrate how these will be achieved:</b>
This funding bid addresses issues identified in the City Strategic Objective for "Reducing Crime and the Fear Of Crime", by providing resources to increase detections and assuring offenders are brought to justice, enhancing formal evidence requirements and reducing officers time preparing written documentation which in turn will allow greater visual police presence on the streets in the target areas concerned.
<b>5.2 Identify outputs / outcomes against which the delivery of the project can be evaluated. Demonstrate how these will contribute to the Area Regeneration Framework(s).</b>
The purchase of this equipment would address issues relating to all aspects of crime and fear of crime ie. Vehicle crime reduction and investigation, public disorder, racist incidents, offences committed in and around licensed premises relating to alcohol and drug related crimes.
<b>5.3 If the project relates to two or more Framework Areas, on what basis have you decided how to share the costs?</b>
N/A

## Section 6: Management Arrangements

<b>6.1 Describe how the project will be managed:</b>
The Community Inspector for the area will be responsible for monitoring the project on a day-to-day basis by using daily returns required from the supervisors of the teams. The Senior Management Team of the Area Command will monitor the performance of each of the

Community Policing Teams on a weekly basis; this will be done via the Tactical Tasking Co-ordination Group.

The performance of each team will be monitored both in terms of crime statistics for the area, specific operation which teams may have been tasked to complete and qualitative action undertaken to improve quality of life issues within specified geographical areas.

The impact of the project can be monitored simply by comparison of monthly data on a 'pre-project' and 'post-project' basis.

**6.2 Are there any significant risks or uncertainties that may affect either the timetable of the project, or whether it achieves its objectives?**

There are no further significant risks of uncertainties that may affect either the timetable or the project achieving its objectives.

## Section 7: Financial Information

**7.1 How much SIB funding is requested?**

£1,980

**7.2 Indicate the type of funding requested: (please tick)**

Capital  Revenue  Both

**7.3 Has funding been requested / allocated from any other sources, including Council Directorates and if so how much?**

£1920 has been requested from the South LMAPS capital budget.

**7.4 What other funding alternates have been considered and why were these not appropriate?**

No other source of funding has been identified for this project.

**7.5 What are the financial implications for the project should it not receive SIB funding?**

The project will not proceed without SIB funding.

**7.6 When SIB expenditure is complete how do you intend to continue this project?**

The project is a 'one-off' purchase with no additional funds needed. The initial costs of the equipment provide for the main expenditure, there are negligible running costs other than normal stationary and storage material for downloading and storage of footage, which will be covered by Northumbria Police.

**7.7 Provide a profile of projected costs:**

Funding Source	2006/07	2007/08	2008/09	Total Cost
<b>SIB:</b>				
Coalfield				
East				
North				
South		£1,980.00		£1,980.00
West				

<b>Washington</b>				
<b>Other Sources (please state)</b>				
1)	South LMAPS		£6,300.00	£6,300.00
2)				
<b>Total Cost:</b>			£8,280.00	£8,280.00
<b>7.8 Please provide details of any 'in-kind' funding (e.g. Peppercorn rents), if included within the 'Other Sources' of funding shown above.</b>				
N/a				
<b>7.9 Please provide a breakdown of the Total cost to show the main areas of expenditure:</b>				
4 x BWVU @ £1,670 each Total £6,680 2 x Image viewing units @ £800 each Total £1,600				
<b>7.10 Please provide details of how you will ensure that the procurement and purchasing of services and equipment will be managed in accordance with requirements as detailed in the guidance notes and guidelines. Include any estimates that you have and details of any contractors or suppliers to be used.</b>				
All procurement will be managed in accordance with the Police Authority Financial Regulations and undertaken by the Force Procurement & Supplies Section. Prices have been obtained from the supplier of the Head cam sets purchased in 2006/07.				

## Section 8: Additional Information

**8.1 Please provide any additional information that may be of use in support of your project proposal (Please append additional sheets if required):**

N/a

## Section 9: Declaration

**I declare that the information provided is correct and accurate and that, should this application be successful, the organisation will agree to the terms and conditions of SIB:**

**Name:**

Lisa Musgrove

**Position in Organisation:**

Neighbourhood Inspector, Sunderland South Police Team

**Date:**

18/01/08



## 2. Farringdon Community Shop

<b>Project Title:</b>
Farringdon Community Shop
<b>SIB Requested:</b>
£3,940

### Section 1: Application Requirements

<b>1.1</b>
<p>Please note that this application will be presented to the relevant Area Committee for its consideration when determining your SIB Grant Application. The Agenda and the Minutes of the Area Committee Meeting will be available for inspection by members of the public. Please therefore ensure that your organisation is agreeable to the content of the information that is set out in the form.</p> <p>The Application Form should be provided in either electronic (e-mail or floppy disc) or typed format.</p> <p>If you have a problem with returning this form in either electronic or typed format, please contact the appropriate Area Regeneration Officer. Contact / address details are provided on the covering letter and in the Guidance Notes and Criteria and Project Guidelines.</p> <p><b>Please note that a representative of your organisation must be available to attend the pre-agenda and main committee meeting(s) to which this application is presented, as they may be required to answer questions. Failure to attend the meeting(s) may result in your application being deferred or rejected.</b></p> <p>Dates and Venues of future meetings are provided as supporting information.</p>
<b>1.2 Which Area Regeneration Framework(s) does your project cover? (Please tick)</b>
Coalfield [ ] East [ ] North [ ] Washington [ ] West [ ] South [✓]

### Section 2: Sponsor Details

<b>2.1 Name of Lead Organisation / Group:</b>		
Farringdon Residents' Association		
<b>2.2 Address of Lead Organisation / Group:</b>		
C/O 11 Alnwick Road Farringdon Sunderland SR3 3BU		
<b>2.3 Contact Name for Project:</b>		<b>2.4 Position in Organisation:</b>
Brenda Rowell		Chair
<b>2.5 Tel. Number:</b>	<b>2.6 Fax Number:</b>	<b>2.7 E-mail Address:</b>
528 1167		
<b>2.8 Day to Day Contact Name / Details:</b> (if different to 2.3 above)		

<b>2.9 Legal Status of Organisation:</b>	<b>2.10 Registered Charity Number</b> (if applicable):
Constituted group	
<b>2.11 Does your organisation have a bank account into which funds can be paid?</b>	
Yes	
<b>2.12 Has the organisation received SIB support previously?</b>	
Yes [ <input checked="" type="checkbox"/> ] No [ <input type="checkbox"/> ]	
<b>If 'Yes' please provide details:</b>	
£5,000; September 2004, contribution to start up costs.	
<b>2.13 Are any trustees / members of the organisation employed by or are Elected Members of the City Council?</b>	
Yes [ <input type="checkbox"/> ] No [ <input checked="" type="checkbox"/> ]	
<b>If 'Yes' please provide details:</b>	

### Section 3: Project Details

<b>3.1 Project Title:</b> (please re-state title as per front sheet)	
Farrington Community Shop Gap Funding	
<b>3.2 Project Start Date:</b>	<b>3.3 Project End Date:</b>
March 2008	September 2008
<b>3.4 Please Describe the project:</b>	
The project is to provide six months gap funding to Farrington Residents' Association's popular Community Clothing Store and associated activity.	
<b>3.5 What service does the organisation currently provide and how will this be complemented by the project?</b>	
<p>The project provides residents of Farrington estate and surrounding areas a range of community services delivered from a dedicated shop unit, which provide much needed services to disadvantaged residents and enhances the effectiveness of the Residents Association by improving accessibility to the group.</p> <p>Activities includes:-</p> <ul style="list-style-type: none"> <li>• <b>Community Clothing Store</b> The provision of a community clothing store, which allows disadvantaged residents, low income families etc access to affordable, quality, pre-owned goods (baby clothes, work wear etc).</li> <li>• <b>Small Grants Scheme</b> The Residents Association distributes any profits from the project back into the community via a small grants scheme. Local groups and organisations apply to the fund for a wide range of community projects, including social events, outings, equipment etc.</li> </ul>	

- Training / Work Experience**  
 The project offers local volunteers practical experience in retail, enhancing the job prospects of local people, as well as, contact with employment projects such as Job Linkage can offer unemployed residents the opportunity to gain valuable work experience in this particular field.

**3.6 What additional activity will SIB funding allow to happen** (please tick the appropriate statement)

(a)	A project will go ahead which otherwise would not happen at all	[ ]
(b)	A project will be provided to a higher quality / on a greater scale	[ ]
(c)	The funding will accelerate the implementation of the project by 12+ months	[ ]
(d)	A gap in funding will be filled pending other funding being secured	[✓]
(e)	Other reason	[ ]

**Please explain your answer:**

The Community Clothing Store is a viable project, which is broadly sustainable. However, the project has suffered due to seasonal fluctuations in trade. These fluctuations, and their effect on income and cash flow were not fully taken into account in the Business Plan. This funding will provide the project to stabilise its income stream and secure a sustainable future.

**3.7 How will you publicise that you have received support from SIB?**  
(Please refer to Section 3 of the guidance notes)

The Area Committee Marketing Project will work with the Resident's Association.

**3.8 Has there been any consultations concerning the need for this project?**

Yes [✓] No [ ]

**If 'Yes' please provide details:**

Initial research followed by ongoing consultation with local residents and users and local councillors.

**3.9 Is there any documentary evidence available to support the need for this project?**

Yes [✓] No [ ]

**If 'Yes' please provide details:**

The initial consultation and analysis carried out in 2004.

**3.10 Who will benefit from the services provided by the project?**

Residents of Farringdon estate and surrounding areas

**3.11 Will there be any implications for Council Services arising from this project?**

Yes [ ] No [✓]

**If 'Yes' please provide details:**

**3.12 Does this project require the support or sponsorship of a Sunderland City Council Directorate?**

Yes [ ] No [✓]

**If 'Yes' please provide details:**

**3.13 Are any legal and other approvals required?**

Yes [ ] No []

**If 'Yes' please provide details of type of approval, date secured, or date expected to be secured:**

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**Section 4: Equal Opportunities**

**4.1 Does your organisation have an Equal Opportunities Policy?**

Yes [] No [ ]

**If 'Yes' please describe how the project will comply with the Policy:**

The Residents Association has an equal opportunities statement within its constitutional document and carries out its work in accordance with equal opportunities procedures, ensuring all services / activities are available to all residents of the area.

**If 'No' please describe how your organisation addresses equal opportunities issues:**

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**4.2 Does your project specifically address any of the following issues?**

**Ethnic Issues** Yes [ ] No [] (please tick)

**If 'Yes' please provide details as to how the project is in line with the Race Relations Act 1976:**

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**Gender Issues** Yes [ ] No [] (please tick)

**If 'Yes' please provide details as to how the project is in line with the Sex Discrimination Act 1975:**

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**Disability Issues** Yes [ ] No [] (please tick)

**If 'Yes' please provide details as to how the project is in line with the Disability Discrimination Act 1995:**

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**Section 5: Relationship of Project to the Area Framework(s)**

**5.1 Identify which Area Regeneration Framework Action Plan Strategic Priorities this project will address through the use of SIB, and demonstrate how these will be achieved:**

The project will contribute to Social and Cultural Opportunities Action points within the existing ARF document, by aiding community development. The project will also contribute to Inclusive Community priorities within the draft ARF action plan that is presently being updated.

**5.2 Identify outputs / outcomes against which the delivery of the project can be evaluated. Demonstrate how these will contribute to the Area Regeneration Framework(s).**

Continuation of Community Shop;  
Sustainability of project;  
Increase in users;  
Continuation of small grants and trips.

**5.3 If the project relates to two or more Framework Areas, on what basis have you decided how to share the costs?**

N/A

## Section 6: Management Arrangements

**6.1 Describe how the project will be managed:**

Farrington Residents' Association manages the project.

**6.2 Are there any significant risks or uncertainties that may affect either the timetable of the project, or whether it achieves its objectives?**

Failure to secure funding.

## Section 7: Financial Information

**7.1 How much SIB funding is requested?**

£3,940

**7.2 Indicate the type of funding requested: (please tick)**

Capital [ ] Revenue [] Both [ ]

**7.3 Has funding been requested / allocated from any other sources, including Council Directorates and if so how much?**

No

**7.4 What other funding alternatives have been considered and why were these not appropriate?**

No suitable sources at this time.

**7.5 What are the financial implications for the project should it not receive SIB funding?**

It is likely it would cease operating.

**7.6 When SIB expenditure is complete how do you intend to continue this project?**

SIB funding will provide financial stability to achieve sustainability.

**7.7 Provide a profile of projected costs:**

Funding Source	2007/08	2008/09	2009/10	Total Cost
<b>SIB:</b>				

<b>Coalfield</b>				
<b>East</b>				
<b>North</b>				
<b>South</b>	£3,940			£3,940
<b>West</b>				
<b>Washington</b>				
<b>Other Sources (please state)</b>				
1)				
2)				
<b>Total Cost:</b>	£3,940			£3,940
<b>7.8 Please provide details of any 'in-kind' funding (e.g. Peppercorn rents), if included within the 'Other Sources' of funding shown above.</b>				
N/A				
<b>7.9 Please provide a breakdown of the Total cost to show the main areas of expenditure:</b>				
<u>Annual expenditure</u>				
Rent	£4,820			
Utilities	£1,030			
Audit	£412			
Volunteer Expenses	£1,000			
Insurance	£618			
Total	£7,880			
<b>Six months</b>	<b>£3,940</b>			
<b>7.10 Please provide details of how you will ensure that the procurement and purchasing of services and equipment will be managed in accordance with requirements as detailed in the guidance notes and guidelines. Include any estimates that you have and details of any contractors or suppliers to be used.</b>				
N/a				

## Section 8: Additional Information

**8.1 Please provide any additional information that may be of use in support of your project proposal (Please append additional sheets if required):**

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## Section 9: Declaration

**I declare that the information provided is correct and accurate and that, should this application be successful, the organisation will agree to the terms and conditions of SIB:**

--

**Name:**

Brenda Rowell

**Position in Organisation:**

Secretary

**Date:**

29 January 2008

### 3. Silksworth CA Kidz Club

<b>Project Title:</b>
Silksworth CA Kidz Club
<b>SIB Requested:</b>
£10,000

## Section 1: Application Requirements

<b>1.1</b>
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<b>1.2 Which Area Regeneration Framework(s) does your project cover? (Please tick)</b>
Coalfield [ ] East [ ] North [ ] Washington [ ] West [ ] South [✓]

## Section 2: Sponsor Details

<b>2.1 Name of Lead Organisation / Group:</b>		
Silksworth Community Association		
<b>2.2 Address of Lead Organisation / Group:</b>		
Blind Lane, Silksworth, Sunderland		
<b>2.3 Contact Name for Project:</b>	<b>2.4 Position in Organisation:</b>	
Joanne Laverick	Club Manager	
<b>2.5 Tel. Number:</b>	<b>2.6 Fax Number:</b>	<b>2.7 E-mail Address:</b>
521 2399		
<b>2.8 Day to Day Contact Name / Details:</b> (if different to 2.3 above)		
<b>2.9 Legal Status of Organisation:</b>	<b>2.10 Registered Charity Number</b> (if applicable):	



Community Association	
<b>2.11 Does your organisation have a bank account into which funds can be paid?</b>	
Yes	
<b>2.12 Has the organisation received SIB support previously?</b>	
Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>	
<b>If 'Yes' please provide details:</b>	
The Kidz Club has not received SIB, but the Community Centre has recently received support for safety works.	
<b>2.13 Are any trustees / members of the organisation employed by or are Elected Members of the City Council?</b>	
Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>	
<b>If 'Yes' please provide details:</b>	
Cllr Peter Gibson is Chair of the Management Committee	

### Section 3: Project Details

<b>3.1 Project Title:</b> (please re-state title as per front sheet)	
Silksworth CA Kidz CLub	
<b>3.2 Project Start Date:</b>	<b>3.3 Project End Date:</b>
March 2008	March 2009
<b>3.4 Please Describe the project:</b>	
<p>The Kidz Club is located within Silksworth Community Centre and provides activities for children up to the age of 13. Following the creation of a dedicated room, the project is to enable the Club to take the next step in developing and expanding the programme of activities for the children and young people.</p> <p>The Club provides activities for 5 -13 year old young people during term time and holiday times. Two volunteers, who are qualified youth and community workers, supplemented by additional volunteers, staff the club.</p> <p>SIB funding will enable the project to consolidate its current activities, furnish its room, purchase equipment and develop a programme in response to the young people's requests.</p> <p>These include:</p> <ul style="list-style-type: none"> <li>• Board games;</li> <li>• Computer games;</li> <li>• Arts and Crafts;</li> <li>• Trips that are fun and educational;</li> <li>• Pool table;</li> <li>• Table tennis table;</li> </ul>	
<b>3.5 What service does the organisation currently provide and how will this be complemented by the project?</b>	
The Kidz Club provides a safe environment for young people to enjoy the activities on offer as well as learn new skills to benefit them now and through life. Funding will	

enable us to continue the work and develop new programmes to benefit young people and their communities.

**3.6 What additional activity will SIB funding allow to happen** (please tick the appropriate statement)

(a)	A project will go ahead which otherwise would not happen at all	[ ]
(b)	A project will be provided to a higher quality / on a greater scale	[✓]
(c)	The funding will accelerate the implementation of the project by 12+ months	[ ]
(d)	A gap in funding will be filled pending other funding being secured	[ ]
(e)	Other reason	[ ]

**Please explain your answer:**

The Kidz Club would not be able to furnish its room and would be unable to develop activities to meet local needs.

**3.7 How will you publicise that you have received support from SIB?**

(Please refer to Section 3 of the guidance notes)

The Club and CA will work with the Area Committee Marketing Project.

**3.8 Has there been any consultations concerning the need for this project?**

Yes [✓] No [ ]

**If 'Yes' please provide details:**

There have been consultations with local children, parents and local councillors.

**3.9 Is there any documentary evidence available to support the need for this project?**

Yes [ ] No [✓]

**If 'Yes' please provide details:**

**3.10 Who will benefit from the services provided by the project?**

Local children and young people and their community.

**3.11 Will there be any implications for Council Services arising from this project?**

Yes [ ] No [✓]

**If 'Yes' please provide details:**

**3.12 Does this project require the support or sponsorship of a Sunderland City Council Directorate?**

Yes [ ] No [✓]

**If 'Yes' please provide details:**

**3.13 Are any legal and other approvals required?**

Yes [ ] No [✓]

**If 'Yes' please provide details of type of approval, date secured, or date expected to be secured:**

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## Section 4: Equal Opportunities

<b>4.1 Does your organisation have an Equal Opportunities Policy?</b>	
Yes [ <input checked="" type="checkbox"/> ] No [ <input type="checkbox"/> ]	
<b>If 'Yes' please describe how the project will comply with the Policy:</b>	
The project will improve access and participation open to all local children.	
<b>If 'No' please describe how your organisation addresses equal opportunities issues:</b>	
<b>4.2 Does your project specifically address any of the following issues?</b>	
<b>Ethnic Issues</b>	Yes [ <input type="checkbox"/> ] No [ <input checked="" type="checkbox"/> ] (please tick)
<b>If 'Yes' please provide details as to how the project is in line with the Race Relations Act 1976:</b>	
<b>Gender Issues</b>	Yes [ <input type="checkbox"/> ] No [ <input checked="" type="checkbox"/> ] (please tick)
<b>If 'Yes' please provide details as to how the project is in line with the Sex Discrimination Act 1975:</b>	
<b>Disability Issues</b>	Yes [ <input type="checkbox"/> ] No [ <input checked="" type="checkbox"/> ] (please tick)
<b>If 'Yes' please provide details as to how the project is in line with the Disability Discrimination Act 1995:</b>	

## Section 5: Relationship of Project to the Area Framework(s)

<b>5.1 Identify which Area Regeneration Framework Action Plan Strategic Priorities this project will address through the use of SIB, and demonstrate how these will be achieved:</b>
Development of leisure and cultural facilities; Encourage local people and groups to participate in local cultural services and provision; Encourage improved lifestyles to achieve improved health; Diversionsary activities for young people; Strengthen and support the community and voluntary infrastructure and existing groups and organisations.
<b>5.2 Identify outputs / outcomes against which the delivery of the project can be evaluated. Demonstrate how these will contribute to the Area Regeneration Framework(s).</b>
Improved facility and infrastructure; Better activities for children; Numbers of trips; Increase in overall attendance.

**5.3 If the project relates to two or more Framework Areas, on what basis have you decided how to share the costs?**

N/A

## Section 6: Management Arrangements

**6.1 Describe how the project will be managed:**

The project will be managed by the Club Manager.

**6.2 Are there any significant risks or uncertainties that may affect either the timetable of the project, or whether it achieves its objectives?**

No

## Section 7: Financial Information

**7.1 How much SIB funding is requested?**

£10,000

**7.2 Indicate the type of funding requested: (please tick)**

Capital [ ] Revenue [ ] Both []

**7.3 Has funding been requested / allocated from any other sources, including Council Directorates and if so how much?**

No

**7.4 What other funding alternatives have been considered and why were these not appropriate?**

There are no suitable sources available to the Community Association at present.

**7.5 What are the financial implications for the project should it not receive SIB funding?**

The furnishing and equipping of the Kidz Club will be severely delayed and impact on its activities.

**7.6 When SIB expenditure is complete how do you intend to continue this project?**

SIB will mainly provide a pool of equipment for the project.

**7.7 Provide a profile of projected costs:**

Funding Source	2007/08	2008/09	2009/10	Total Cost
<b>SIB:</b>				
Coalfield				
East				
North				
South	£10,000			£10,000
West				

<b>Washington</b>				
<b>Other Sources (please state)</b>				
1)				
2)				
<b>Total Cost:</b>	£10,000			£10,000
<b>7.8 Please provide details of any 'in-kind' funding (e.g Peppercorn rents), if included within the 'Other Sources' of funding shown above.</b>				
Insurance through the CA				
<b>7.9 Please provide a breakdown of the Total cost to show the main areas of expenditure:</b>				
Trips and excursions            £3,000				
Play and sports equipment   £5,000				
Soft furnishings                £2,000				
<u>Total</u> £10,000				
<b>7.10 Please provide details of how you will ensure that the procurement and purchasing of services and equipment will be managed in accordance with requirements as detailed in the guidance notes and guidelines. Include any estimates that you have and details of any contractors or suppliers to be used.</b>				
Procurement will be subject to City Council procedures.				

## Section 8: Additional Information

**8.1 Please provide any additional information that may be of use in support of your project proposal (Please append additional sheets if required):**

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## Section 9: Declaration

**I declare that the information provided is correct and accurate and that, should this application be successful, the organisation will agree to the terms and conditions of SIB:**

**Name:**

Joanne Laverick

**Position in Organisation:**

Kidz Club Manager

**Date:**

29 January 2008

#### 4. Blind Lane and Silksworth Environmental Improvements

<b>Project Title:</b>
Blind Lane and Silksworth Road Environmental Improvements
<b>SIB Requested:</b>
£14,388

### Section 1: Application Requirements

<b>1.1</b>
<p>Please note that this application will be presented to the relevant Area Committee for its consideration when determining your SIB Grant Application. The Agenda and the Minutes of the Area Committee Meeting will be available for inspection by members of the public. Please therefore ensure that your organisation is agreeable to the content of the information that is set out in the form.</p> <p>The Application Form should be provided in either electronic (e-mail or floppy disc) or typed format.</p> <p>If you have a problem with returning this form in either electronic or typed format, please contact the appropriate Area Regeneration Officer. Contact / address details are provided on the covering letter and in the Guidance Notes and Criteria and Project Guidelines.</p> <p><b>Please note that a representative of your organisation must be available to attend the pre-agenda and main committee meeting(s) to which this application is presented, as they may be required to answer questions. Failure to attend the meeting(s) may result in your application being deferred or rejected.</b></p> <p>Dates and Venues of future meetings are provided as supporting information.</p>
<b>1.2 Which Area Regeneration Framework(s) does your project cover? (please tick)</b>
Coalfield [ ]    East [ ]    North [ ]    Washington [ ]    West [ ]    South [✓]

### Section 2: Sponsor Details

<b>2.1 Name of Lead Organisation / Group:</b>		
Community and Cultural Services (Environmental Services)		
<b>2.2 Address of Lead Organisation / Group:</b>		
Community and Cultural Services, Parsons Depot, Parsons Industrial Estate, Washington		
<b>2.3 Contact Name for Project:</b>	<b>2.4 Position in Organisation:</b>	
Norman Atkinson	Horticultural Coordinator	
<b>2.5 Tel. Number:</b>	<b>2.6 Fax Number:</b>	<b>2.7 E-mail Address:</b>
219 3939		Norman.Atkinson@sunderland.gov.uk
<b>2.8 Day to Day Contact Name / Details:</b> (if different to 2.3 above)		

<b>2.9 Legal Status of Organisation:</b>	<b>2.10 Registered Charity Number</b> (if applicable):
Local Authority	
<b>2.11 Does your organisation have a bank account into which funds can be paid?</b>	
Yes	
<b>2.12 Has the organisation received SIB support previously?</b>	
Yes [ <input checked="" type="checkbox"/> ] No [ <input type="checkbox"/> ]	
<b>If 'Yes' please provide details:</b>	
CCS has received a number of grants over the years to deliver a number of area schemes.	
<b>2.13 Are any trustees / members of the organisation employed by or are Elected Members of the City Council?</b>	
Yes [ <input checked="" type="checkbox"/> ] No [ <input type="checkbox"/> ]	
<b>If 'Yes' please provide details:</b>	
Part of the City Council	

### Section 3: Project Details

<b>3.1 Project Title:</b> (please re-state title as per front sheet)	
Blind Lane and Silksworth Road Environmental Improvements	
<b>3.2 Project Start Date:</b>	<b>3.3 Project End Date:</b>
April 2008	March 2013
<b>3.4 Please Describe the project:</b>	
<p>The project is to supply/install/maintain 40 half baskets, on 20 lamp columns, from June 2008 to September 2012. SIB will provide the capital costs for the installation and five years running costs.</p> <p>The project is within the overall environmental improvement strategy/plans for Silksworth.</p>	
<b>3.5 What service does the organisation currently provide and how will this be complemented by the project?</b>	
Environmental Services is responsible for maintaining parks and green spaces throughout the City. This project will enhance the summer environment of the village.	
<b>3.6 What additional activity will SIB funding allow to happen</b> (please tick the appropriate statement)	
(a)	A project will go ahead which otherwise would not happen at all [ <input checked="" type="checkbox"/> ]
(b)	A project will be provided to a higher quality / on a greater scale [ <input type="checkbox"/> ]
(c)	The funding will accelerate the implementation of the project by 12+ months [ <input type="checkbox"/> ]
(d)	A gap in funding will be filled pending other funding being secured [ <input type="checkbox"/> ]
(e)	Other reason [ <input type="checkbox"/> ]
<b>Please explain your answer:</b>	
Such investment will not be possible without the support of the Area Committee.	

**3.7 How will you publicise that you have received support from SIB?**

(Please refer to Section 3 of the guidance notes)

Through the Area Committee Marketing Project.

**3.8 Has there been any consultations concerning the need for this project?**

Yes [] No []

**If 'Yes' please provide details:**

Local ward councillors and members of the community association.

**3.9 Is there any documentary evidence available to support the need for this project?**

Yes [] No []

**If 'Yes' please provide details:**

**3.10 Who will benefit from the services provided by the project?**

Local residents and visitors.

**3.11 Will there be any implications for Council Services arising from this project?**

Yes [] No []

**If 'Yes' please provide details:**

**3.12 Does this project require the support or sponsorship of a Sunderland City Council Directorate?**

Yes [] No []

**If 'Yes' please provide details:**

Community and Cultural Services (Environmental Services)

**3.13 Are any legal and other approvals required?**

Yes [] No []

**If 'Yes' please provide details of type of approval, date secured, or date expected to be secured:**

Aurora (lighting contractor) has agreed to the works.

## Section 4: Equal Opportunities

**4.1 Does your organisation have an Equal Opportunities Policy?**

Yes [] No []

**If 'Yes' please describe how the project will comply with the Policy:**

The project is in line with council policy.

**If 'No' please describe how your organisation addresses equal opportunities issues:**

**4.2 Does your project specifically address any of the following issues?**



<b>Ethnic Issues</b>	Yes [ <input checked="" type="checkbox"/> ] No [ <input type="checkbox"/> ] (please tick)
<b>If 'Yes' please provide details as to how the project is in line with the Race Relations Act 1976:</b>	
<b>Gender Issues</b>	Yes [ <input type="checkbox"/> ] No [ <input checked="" type="checkbox"/> ] (please tick)
<b>If 'Yes' please provide details as to how the project is in line with the Sex Discrimination Act 1975:</b>	
<b>Disability Issues</b>	Yes [ <input type="checkbox"/> ] No [ <input checked="" type="checkbox"/> ] (please tick)
<b>If 'Yes' please provide details as to how the project is in line with the Disability Discrimination Act 1995:</b>	

## Section 5: Relationship of Project to the Area Framework(s)

<b>5.1 Identify which Area Regeneration Framework Action Plan Strategic Priorities this project will address through the use of SIB, and demonstrate how these will be achieved:</b>
Developing an attractive and accessible city; Improve appearance of local areas.
<b>5.2 Identify outputs / outcomes against which the delivery of the project can be evaluated. Demonstrate how these will contribute to the Area Regeneration Framework(s).</b>
Installation of hanging baskets; Improvement to local environment.
<b>5.3 If the project relates to two or more Framework Areas, on what basis have you decided how to share the costs?</b>
N/A

## Section 6: Management Arrangements

<b>6.1 Describe how the project will be managed:</b>
The council's Environmental Services team will manage the project.
<b>6.2 Are there any significant risks or uncertainties that may affect either the timetable of the project, or whether it achieves its objectives?</b>
No

## Section 7: Financial Information

<b>7.1 How much SIB funding is requested?</b>
£14,388
<b>7.2 Indicate the type of funding requested: (please tick)</b>

Capital [ ] Revenue [ ] Both [  ]

**7.3 Has funding been requested / allocated from any other sources, including Council Directorates and if so how much?**

No

**7.4 What other funding alternatives have been considered and why were these not appropriate?**

There are no other sources.

**7.5 What are the financial implications for the project should it not receive SIB funding?**

It will not go ahead.

**7.6 When SIB expenditure is complete how do you intend to continue this project?**

**7.7 Provide a profile of projected costs:**

Funding Source	2007/08	2008/09	2009/10	Total Cost
<b>SIB:</b>				
Coalfield				
East				
North				
South	£10,557	£3,831		£14,388
West				
Washington				
<b>Other Sources (please state)</b>				
1)				
2)				
<b>Total Cost:</b>	£10,557	£3,831		£14,388

**7.8 Please provide details of any 'in-kind' funding (e.g. Peppercorn rents), if included within the 'Other Sources' of funding shown above.**

**7.9 Please provide a breakdown of the Total cost to show the main areas of expenditure:**

Purchase of baskets, brackets and scroll mounting inserts: £2,646

Works Required	Cost	Unit	Quantity	Unit	Total
<b>2008</b>					
COMPOST/PLANTS/ESTABLISHMENT	£ 13.97	1	40	nr	£558.80
INSTALL AMBEROL HALF BASKETS	£ 27.98	1	20	nr	£559.60
MAINTAIN/WATER	£ 12.79	1	40	nr	£511.60
REMOVE AMBEROL HALF BASKETS	£ 27.98	1	20	nr	£559.60
<b>2009</b>					
COMPOST/PLANTS/ESTABLISHMENT	£ 14.46	1	40	nr	£578.40
INSTALL AMBEROL HALF BASKETS	£ 28.96	1	20	nr	£579.20
MAINTAIN/WATER	£ 13.24	1	40	nr	£529.60

REMOVE AMBEROL HALF BASKETS	£	28.96	1	20nr	£579.20
<b>2010</b>					
COMPOST/PLANTS/ESTABLISHMENT	£	14.97	1	40nr	£598.80
INSTALL AMBEROL HALF BASKETS	£	29.97	1	20nr	£599.40
MAINTAIN/WATER	£	13.70	1	40nr	£548.00
REMOVE AMBEROL HALF BASKETS	£	29.97	1	20nr	£599.40
<b>2011</b>					
COMPOST/PLANTS/ESTABLISHMENT	£	15.49	1	40nr	£619.60
INSTALL AMBEROL HALF BASKETS	£	31.02	1	20nr	£620.40
MAINTAIN/WATER	£	14.18	1	40nr	£567.20
REMOVE AMBEROL HALF BASKETS	£	31.02	1	20nr	£620.40
<b>2012</b>					
COMPOST/PLANTS/ESTABLISHMENT	£	16.03	1	40nr	£641.20
INSTALL AMBEROL HALF BASKETS	£	32.11	1	20nr	£642.20
MAINTAIN/WATER	£	14.68	1	40nr	£587.20
REMOVE AMBEROL HALF BASKETS	£	32.11	1	20nr	£642.20
INITIAL CAPITAL					£2,646.00
<b>TOTAL</b>					<b>£14,388.00</b>

**7.10 Please provide details of how you will ensure that the procurement and purchasing of services and equipment will be managed in accordance with requirements as detailed in the guidance notes and guidelines. Include any estimates that you have and details of any contractors or suppliers to be used.**

All purchases will follow council procedure.

## Section 8: Additional Information

**8.1 Please provide any additional information that may be of use in support of your project proposal (Please append additional sheets if required):**

## Section 9: Declaration

**I declare that the information provided is correct and accurate and that, should this application be successful, the organisation will agree to the terms and conditions of SIB:**

**Name:**

Norman Atkinson

**Position in Organisation:**

Horticultural Coordinator

**Date:**

29 January 2008

## 5. Promoting Youth Initiatives

<b>Project Title:</b>
Promoting Youth Initiatives in the South
<b>SIB Requested:</b>
£12,848

### Section 1: Application Requirements

<b>1.1</b>
<p>Please note that this application will be presented to the relevant Area Committee for its consideration when determining your SIB Grant Application. The Agenda and the Minutes of the Area Committee Meeting will be available for inspection by members of the public. Please therefore ensure that your organisation is agreeable to the content of the information that is set out in the form.</p> <p>The Application Form should be provided in either electronic (e-mail or floppy disc) or typed format.</p> <p>If you have a problem with returning this form in either electronic or typed format, please contact the appropriate Area Regeneration Officer. Contact / address details are provided on the covering letter and in the Guidance Notes and Criteria and Project Guidelines.</p> <p><b>Please note that a representative of your organisation must be available to attend the pre-agenda and main committee meeting(s) to which this application is presented, as they may be required to answer questions. Failure to attend the meeting(s) may result in your application being deferred or rejected.</b></p> <p>Dates and Venues of future meetings are provided as supporting information.</p>
<b>1.2 Which Area Regeneration Framework(s) does your project cover? (Please tick)</b>
Coalfield [ ] East [ ] North [ ] Washington [ ] West [ ] South [ <input checked="" type="checkbox"/> ]

### Section 2: Sponsor Details

<b>2.1 Name of Lead Organisation / Group:</b>		
Sunderland City Council		
<b>2.2 Address of Lead Organisation / Group:</b>		
Civic Centre Burdon Road Sunderland		
<b>2.3 Contact Name for Project:</b>	<b>2.4 Position in Organisation:</b>	
Jane Gatiss	Marketing Communications Co-ordinator	
<b>2.5 Tel. Number:</b>	<b>2.6 Fax Number:</b>	<b>2.7 E-mail Address:</b>
553 1933	553 1460	Jane.gatiss@sunderland.gov.uk
<b>2.8 Day to Day Contact Name / Details:</b> (if different to 2.3 above)		

<b>2.9 Legal Status of Organisation:</b>	<b>2.10 Registered Charity Number</b> (if applicable):
Council	
<b>2.11 Does your organisation have a bank account into which funds can be paid?</b>	
Yes	
<b>2.12 Has the organisation received SIB support previously?</b>	
Yes [ <input checked="" type="checkbox"/> ] No [ <input type="checkbox"/> ]	
<b>If 'Yes' please provide details:</b>	
Funding is provided by all the area committees towards promoting the SIB fund, its availability and the projects supported by it.	
<b>2.13 Are any trustees / members of the organisation employed by or are Elected Members of the City Council?</b>	
Yes [ <input type="checkbox"/> ] No [ <input type="checkbox"/> ]	
<b>If 'Yes' please provide details:</b>	

### Section 3: Project Details

<b>3.1 Project Title:</b> (please re-state title as per front sheet)	
Promoting Youth Initiatives in the South.	
<b>3.2 Project Start Date:</b>	<b>3.3 Project End Date:</b>
July 2008	December 2008
<b>3.4 Please Describe the project:</b>	
To publicise the range and availability of youth initiatives running in the south of the city. To provide one point of contact (telephone number and organisation) and promote these as an information/signposting service for accessibility to south youth projects.	
<b>3.5 What service does the organisation currently provide and how will this be complemented by the project?</b>	
There is no service for promoting solely youth initiatives in the south of the city and those accessing services are largely doing so having been referred there or through chance. A structured and strategic promotion, it is felt by the providers, would guide young people and their families to the services on offer and give them a greater choice and understanding of the provision available.	
<b>3.6 What additional activity will SIB funding allow to happen</b> (please tick the appropriate statement)	
(a)	A project will go ahead which otherwise would not happen at all [ <input checked="" type="checkbox"/> ]
(b)	A project will be provided to a higher quality / on a greater scale [ <input type="checkbox"/> ]
(c)	The funding will accelerate the implementation of the project by 12+ months [ <input type="checkbox"/> ]
(d)	A gap in funding will be filled pending other funding being secured [ <input type="checkbox"/> ]
(e)	Other reason [ <input type="checkbox"/> ]
<b>Please explain your answer:</b>	

<b>3.7 How will you publicise that you have received support from SIB?</b> (Please refer to Section 3 of the guidance notes)
By the fact that the project will be co-ordinated by the team managing the promotion of the Area Committees and SIB, opportunities for publicity will be utilised not just as part of this project but through all other SIB south promotional opportunities.
<b>3.8 Has there been any consultations concerning the need for this project?</b>
Yes [ <input checked="" type="checkbox"/> ] No [ <input type="checkbox"/> ]
<b>If 'Yes' please provide details:</b>
Councillor Tye has requested the need for a project of this nature to be developed. Andy Neal from the Youth Support Group has supported the development of the bid and a mapping exercise on the services provided and the need to publicise these in a way, which is strategic and adds value.
<b>3.9 Is there any documentary evidence available to support the need for this project?</b>
Yes [ <input type="checkbox"/> ] No [ <input checked="" type="checkbox"/> ]
<b>If 'Yes' please provide details:</b>
<b>3.10 Who will benefit from the services provided by the project?</b>
Young people in the south of the city and aged between 11 and 24.
<b>3.11 Will there be any implications for Council Services arising from this project?</b>
Yes [ <input type="checkbox"/> ] No [ <input checked="" type="checkbox"/> ]
<b>If 'Yes' please provide details:</b>
<b>3.12 Does this project require the support or sponsorship of a Sunderland City Council Directorate?</b>
Yes [ <input checked="" type="checkbox"/> ] No [ <input type="checkbox"/> ]
<b>If 'Yes' please provide details:</b>
The project requires the support of the Development and Regeneration Directorate who already manages the promotion of SIB and who were asked to scope out the possibility of such a project.
<b>3.13 Are any legal and other approvals required?</b>
Yes [ <input type="checkbox"/> ] No [ <input checked="" type="checkbox"/> ]
<b>If 'Yes' please provide details of type of approval, date secured, or date expected to be secured:</b>

## Section 4: Equal Opportunities

<b>4.1 Does your organisation have an Equal Opportunities Policy?</b>
Yes [ <input checked="" type="checkbox"/> ] No [ <input type="checkbox"/> ]
<b>If 'Yes' please describe how the project will comply with the Policy:</b>

The project will comply with the council's equal opportunities policy in terms of making sure alternative formats, languages and mediums are used and produced.

**If 'No' please describe how your organisation addresses equal opportunities issues:**

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**4.2 Does your project specifically address any of the following issues?**

**Ethnic Issues** Yes [  ] No [  ] (please tick)

**If 'Yes' please provide details as to how the project is in line with the Race Relations Act 1976:**

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**Gender Issues** Yes [  ] No [  ] (please tick)

**If 'Yes' please provide details as to how the project is in line with the Sex Discrimination Act 1975:**

--

**Disability Issues** Yes [  ] No [  ] (please tick)

**If 'Yes' please provide details as to how the project is in line with the Disability Discrimination Act 1995:**

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## Section 5: Relationship of Project to the Area Framework(s)

**5.1 Identify which Area Regeneration Framework Action Plan Strategic Priorities this project will address through the use of SIB, and demonstrate how these will be achieved:**

Promotion and awareness raising campaign targeting young people;  
Offer diversionary activities and improve the facilities for young people.

**5.2 Identify outputs / outcomes against which the delivery of the project can be evaluated. Demonstrate how these will contribute to the Area Regeneration Framework(s).**

Targeted outcomes and deliverables will determine the success of the publicity drive based on the four measurable outcomes for the Youth Development Group; Contacts, Regular attendance and participation in youth work programmes, recorded learning impacts and nationally recognised certificates. In order to assess the effectiveness of the marketing publicity effort, baseline figures would be taken prior to the start of promotion with regular evaluations taken throughout the course of the communications effort in order to measure the impact of promotional activity. Youngsters will also be given questionnaires on their first point of contact to determine what prompted them to attend a session. The overall aim of the project will be to increase the statistics on these four indicators through well-timed and strategic marketing, which directly markets to the target group and those individuals and organisations surrounding them.

**5.3 If the project relates to two or more Framework Areas, on what basis have you decided how to share the costs?**

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## Section 6: Management Arrangements

<b>6.1 Describe how the project will be managed:</b>
Development and Regeneration's Marketing Communications Co-ordinator will manage the project.
<b>6.2 Are there any significant risks or uncertainties that may affect either the timetable of the project, or whether it achieves its objectives?</b>
None

## Section 7: Financial Information

<b>7.1 How much SIB funding is requested?</b>				
£12,848				
<b>7.2 Indicate the type of funding requested: (please tick)</b>				
Capital [ ] Revenue [ ] Both [ <input checked="" type="checkbox"/> ]				
<b>7.3 Has funding been requested / allocated from any other sources, including Council Directorates and if so how much?</b>				
No				
<b>7.4 What other funding alternatives have been considered and why were these not appropriate?</b>				
No other funding arrangements have been considered as it was suggested at Area Committee on January 7 <sup>th</sup> that a project to promote youth initiatives in the south should be considered.				
<b>7.5 What are the financial implications for the project should it not receive SIB funding?</b>				
A project will not go ahead as no other funding is available.				
<b>7.6 When SIB expenditure is complete how do you intend to continue this project?</b>				
The project will run as a pilot, be evaluated on completion and if, successful, other funding will be pursued.				
<b>7.7 Provide a profile of projected costs:</b>				
Funding Source	2007/08	2008/09	2009/10	Total Cost
<b>SIB:</b>				
Coalfield				
East				
North				
South	£10,000	£2,848		£12,848
West				
Washington				
<b>Other Sources (please state)</b>				



1)				
2)				
3)				
<b>Total Cost:</b>	£10,000	£2,848		£12,848

**7.8 Please provide details of any 'in-kind' funding (e.g Peppercorn rents), if included within the 'Other Sources' of funding shown above.**

**7.9 Please provide a breakdown of the Total cost to show the main areas of expenditure:**

<b>Mechanism</b>	<b>Message</b>	<b>Timing</b>	<b>Cost</b>
Pop Up Display Boards	Youth activities in your area.....	Summer 08	£294 x 6= £1,764
Posters	As above	Summer 08	100= £129
Credit Cards	"	Summer 08	20,000= £2,680
Mailcards	"	Summer 08	2,000 per area=£2,275
Adshells	"	Summer 08	12 sites @£250 = £3,000
Marketing and production			£3,000
<b>Total</b>			<b>£12,848</b>

**7.10 Please provide details of how you will ensure that the procurement and purchasing of services and equipment will be managed in accordance with requirements as detailed in the guidance notes and guidelines. Include any estimates that you have and details of any contractors or suppliers to be used.**

The procurement and purchase of material will be done in accordance with the city council's procurement guidelines.

## Section 8: Additional Information

**8.1 Please provide any additional information that may be of use in support of your project proposal (Please append additional sheets if required):**

Since the de-commissioning of youth work in Sunderland there are now a select number of deliverers of youth schemes across the city. There is a real need to promote the availability of these initiatives, particularly in the South of the city, where a number of diversionary activities are taking place but of which perhaps youngsters and parents are unaware of. At the South Area Committee on Monday January 7<sup>th</sup>, it was suggested that promotion of these activities be considered as a priority for the Youth Development Group and this project maps out how that promotion could take place with associated costs and measurement of outcomes.

The aim of the project is to promote and publicise youth activities across the South Area of Sunderland, communicating clearly the activities on offer, the key messages of the South Area Committee and the Youth Development Group and the many successes being delivered across this area. As well as a structured and strategic

marketing campaign there will also be targeted outcomes and deliverables which will determine the success of the publicity drive based on the four measurable outcomes for the Youth Development Group; Contacts, Regular attendance and participation in youth work programmes, recorded learning impacts and nationally recognised certificates.

## Section 9: Declaration

**I declare that the information provided is correct and accurate and that, should this application be successful, the organisation will agree to the terms and conditions of SIB:**

**Name:**

Jane Gatiss

**Position in Organisation:**

Marketing Communications Co-ordinator

**Date:**

6<sup>th</sup> February 2008

## 6. South Events Budget

<b>Project Title:</b>
SOUTH EVENTS BUDGET
<b>SIB Requested:</b>
£10,000

### Section 1: Application Requirements

<b>1.1</b>
<p>Please note that this application will be presented to the relevant Area Committee for its consideration when determining your SIB Grant Application. The Agenda and the Minutes of the Area Committee Meeting will be available for inspection by members of the public. Please therefore ensure that your organisation is agreeable to the content of the information that is set out in the form.</p> <p>The Application Form should be provided in either electronic (e-mail or floppy disc) or typed format.</p> <p>If you have a problem with returning this form in either electronic or typed format, please contact the appropriate Area Regeneration Officer. Contact / address details are provided on the covering letter and in the Guidance Notes and Criteria and Project Guidelines.</p> <p><b>Please note that a representative of your organisation must be available to attend the pre-agenda and main committee meeting(s) to which this application is presented, as they may be required to answer questions. Failure to attend the meeting(s) may result in your application being deferred or rejected.</b></p> <p>Dates and Venues of future meetings are provided as supporting information.</p>
<b>1.2 Which Area Regeneration Framework(s) does your project cover? (Please tick)</b>
Coalfield [ ]    East [ ]    North [ ]    Washington [ ]    West [ ]    South [ <b>x</b> ]

### Section 2: Sponsor Details

<b>2.1 Name of Lead Organisation / Group:</b>		
Development & Regeneration Directorate		
<b>2.2 Address of Lead Organisation / Group:</b>		
PO Box 104, Civic Centre, Sunderland, SR2 7DN		
<b>2.3 Contact Name for Project:</b>		<b>2.4 Position in Organisation:</b>
Richard Parry		Area Regeneration Officer
<b>2.5 Tel. Number:</b>	<b>2.6 Fax Number:</b>	<b>2.7 E-mail Address:</b>
0191 – 553 1217	0191 – 553 1559	Richard.parry@sunderland.gov.uk
<b>2.8 Day to Day Contact Name / Details: (if different to 2.3 above)</b>		
N/A		

<b>2.9 Legal Status of Organisation:</b>	<b>2.10 Registered Charity Number</b> (if applicable):
Local Authority	
<b>2.11 Does your organisation have a bank account into which funds can be paid?</b>	
Yes	
<b>2.12 Has the organisation received SIB support previously?</b>	
Yes [ x ] No [ ]	
<b>If 'Yes' please provide details:</b>	
The Directorate has received SIB support on several occasions as evidenced by details included in Annex 2 of the SIB report.	
<b>2.13 Are any trustees / members of the organisation employed by or are Elected Members of the City Council?</b>	
Yes [ x ] No [ ]	
<b>If 'Yes' please provide details:</b>	
This is a City Council application for a City Council led project.	

### Section 3: Project Details

<b>3.1 Project Title:</b> (please re-state title as per front sheet)	
SOUTH EVENTS BUDGET	
<b>3.2 Project Start Date:</b>	<b>3.3 Project End Date:</b>
March 2008	March 2009
<b>3.4 Please Describe the project:</b>	
<p>The project proposes to maintain the Events Budget for the South Area Committee. This project provides support to local groups operating in the area.</p> <p>Whilst SIB and Community Chest applications can be made by local groups using existing procedures, on occasion circumstances might arise where a group cannot obtain support due to the timescales involved in applying for funding. For example, a group might require urgent support for an event, which is due to take place in advance of the next Area Committee meeting. In such a circumstance the group would be unable to seek support from the Area Committee, (as funding support cannot be applied retrospectively), and so would risk missing out on the planned activity.</p> <p>The Events Budget enables the group to make an approach to the Chair or Vice-Chair of the Area Committee and, providing that the request was deemed to be of sufficient urgency to warrant support in advance of the existing application timescales, the group would be directed to the Committee's Area Regeneration Officer who would arrange for payment subject to the receipt of invoices and written confirmation that the invoices relate to work undertaken in support of the event/project.</p> <p>The majority of Area Committee's currently maintain an Events Budget. These have been used to support various urgent requirements as described above, as well as providing support for Area Partnership events, support for information and promotional events, support for local groups who may require additional funding for their own events; to cover additional costs arising from work that needs to be undertaken urgently etc.</p>	

Events budgets have to date been established at a level of £10,000 - £12,000. and the activities supported have tended to range from £200 to £3,000.

**3.5 What service does the organisation currently provide and how will this be complemented by the project?**

The Development and Regeneration Directorate currently co-ordinates SIB and Community Chest applications on behalf of the South Area Committee. The establishment of an Events Budget would enhance the responsiveness of the Committee in supporting activities in the Area.

**3.6 What additional activity will SIB funding allow to happen** (please tick the appropriate statement)

(a)	A project will go ahead which otherwise would not happen at all	<input checked="" type="checkbox"/>
(b)	A project will be provided to a higher quality / on a greater scale	<input type="checkbox"/>
(c)	The funding will accelerate the implementation of the project by 12+ months	<input type="checkbox"/>
(d)	A gap in funding will be filled pending other funding being secured	<input type="checkbox"/>
(e)	Other reason	<input type="checkbox"/>

**Please explain your answer:**

If an Events Budget is not maintained, support will continue to be offered by the Area Committee using SIB and Community Chest. However, this will be dependent on the Committee timescales being appropriate to meet the required needs (as described under Section 3.4 above).

**3.7 How will you publicise that you have received support from SIB?**

(Please refer to Section 3 of the guidance notes)

An Events Budget enhances the delivery of SIB. Any support offered to local groups will help to raise the profile of SIB through direct links to the Area Committee Marketing Project.

**3.8 Has there been any consultations concerning the need for this project?**

Yes  No

**If 'Yes' please provide details:**

Several enquiries have been received previously asking about the procedure for securing support from SIB/Community Chest. However, the urgent timescales involved have meant that the funds could not have been approved until after the event / activity.

**3.9 Is there any documentary evidence available to support the need for this project?**

Yes  No

**If 'Yes' please provide details:**

**3.10 Who will benefit from the services provided by the project?**

All Local Groups in the South Area will potentially benefit from the project

**3.11 Will there be any implications for Council Services arising from this project?**

Yes  No

**If 'Yes' please provide details:**

**3.12 Does this project require the support or sponsorship of a Sunderland City Council Directorate?**

Yes [ x ] No [ ]

**If 'Yes' please provide details:**

Support for the project through Head of Service.

**3.13 Are any legal and other approvals required?**

Yes [ ] No [ x ]

**If 'Yes' please provide details of type of approval, date secured, or date expected to be secured:**

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## Section 4: Equal Opportunities

**4.1 Does your organisation have an Equal Opportunities Policy?**

Yes [ x ] No [ ]

**If 'Yes' please describe how the project will comply with the Policy:**

SIB is already subject to the City Council's Equal Opportunities Policy. The establishment of an Events Budget will be managed in accordance with existing Equal Opportunities requirements.

**If 'No' please describe how your organisation addresses equal opportunities issues:**

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**4.2 Does your project specifically address any of the following issues?**

**Ethnic Issues** Yes [ ] No [ x ] (please tick)

**If 'Yes' please provide details as to how the project is in line with the Race Relations Act 1976:**

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**Gender Issues** Yes [ ] No [ x ] (please tick)

**If 'Yes' please provide details as to how the project is in line with the Sex Discrimination Act 1975:**

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**Disability Issues** Yes [ ] No [ x ] (please tick)

**If 'Yes' please provide details as to how the project is in line with the Disability Discrimination Act 1995:**

--

## Section 5: Relationship of Project to the Area Framework(s)

**5.1 Identify which Area Regeneration Framework Action Plan Strategic Priorities this project will address through the use of SIB, and demonstrate how these will be achieved:**

--

The Project has the potential to contribute to activities that will support all of the Area Regeneration Framework Action Plan priorities.

**5.2 Identify outputs / outcomes against which the delivery of the project can be evaluated. Demonstrate how these will contribute to the Area Regeneration Framework(s).**

Whilst it is not possible to attach output targets to this project (as it basically enhances the flexibility of the existing SIB Budget), usage of the Budget will be reported to the Area Committee via the Live Project Update report.

**5.3 If the project relates to two or more Framework Areas, on what basis have you decided how to share the costs?**

N/A

## Section 6: Management Arrangements

**6.1 Describe how the project will be managed:**

The Area Regeneration Officer, in accordance with established financial procedures, will manage the project.

**6.2 Are there any significant risks or uncertainties that may affect either the timetable of the project, or whether it achieves its objectives?**

No

## Section 7: Financial Information

**7.1 How much SIB funding is requested?**

£10,000

**7.2 Indicate the type of funding requested: (please tick)**

Capital [ ] Revenue [ ] Both [x]

**7.3 Has funding been requested / allocated from any other sources, including Council Directorates and if so how much?**

None

**7.4 What other funding alternates have been considered and why were these not appropriate?**

There are no funding alternatives – the Events Budget should be considered as an integral enhancement to the existing SIB budget.

**7.5 What are the financial implications for the project should it not receive SIB funding?**

Without an Events Budget, SIB will continue to be administered in accordance with existing timescales.

**7.6 When SIB expenditure is complete how do you intend to continue this project?**

With the continued support of the Area Committee, it is intended to replenish the Events Budget to maintain at an appropriate level.

**7.7 Provide a profile of projected costs:**

Funding Source	2007/08	2008/09	2009/10	Total Cost
<b>SIB:</b>				
Coalfield				
East				
North				
South		£10,000		£10,000
West				
Washington				
<b>Other Sources (please state)</b>				
1)				
2)				
3)				
<b>Total Cost:</b>		£10,000		£10,000

**7.8 Please provide details of any 'in-kind' funding (e.g. Peppercorn rents), if included within the 'Other Sources' of funding shown above.**

N/A

**7.9 Please provide a breakdown of the Total cost to show the main areas of expenditure:**

The whole of the budget will be used to support those kinds of activities as already described under section 3.4. Experience from other areas would indicate that requests from funding range from £200 to £3,000.

**7.10 Please provide details of how you will ensure that the procurement and purchasing of services and equipment will be managed in accordance with requirements as detailed in the guidance notes and guidelines. Include any estimates that you have and details of any contractors or suppliers to be used.**

Area Regeneration Officer will ensure procurement and purchasing requirements are met as requests are made.  
Additional statement added to the Events budget monitoring form. See attached.

## Section 8: Additional Information

**8.1 Please provide any additional information that may be of use in support of your project proposal (Please append additional sheets if required):**

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## Section 9: Declaration

I declare that the information provided is correct and accurate and that, should this application be successful, the organisation will agree to the terms and conditions of SIB:

**Name:**

Richard Parry

**Position in Organisation:**

Area Regeneration Officer

**Date:**

19/02/08

## 7. Sunderland Women's Centre Area Courses

<b>Project Title:</b>
Sunderland Women's Centre Area Courses
<b>SIB Requested:</b>
£31,277, £1,877 South

### Section 1: Application Requirements

<b>1.1</b>
<p>Please note that this application will be presented to the relevant Area Committee for its consideration when determining your SIB Grant Application. The Agenda and the Minutes of the Area Committee Meeting will be available for inspection by members of the public. Please therefore ensure that your organisation is agreeable to the content of the information that is set out in the form.</p> <p>The Application Form should be provided in either electronic (e-mail or floppy disc) or typed format.</p> <p>If you have a problem with returning this form in either electronic or typed format, please contact the appropriate Area Regeneration Officer. Contact / address details are provided on the covering letter and in the Guidance Notes and Criteria and Project Guidelines.</p> <p><b>Please note that a representative of your organisation must be available to attend the pre-agenda and main committee meeting(s) to which this application is presented, as they may be required to answer questions. Failure to attend the meeting(s) may result in your application being deferred or rejected.</b></p> <p>Dates and Venues of future meetings are provided as supporting information.</p>
<b>1.2 Which Area Regeneration Framework(s) does your project cover? (please tick)</b>
Coalfield [ <input type="checkbox"/> ]    East [ <input checked="" type="checkbox"/> ]    North [ <input checked="" type="checkbox"/> ]    Washington [ <input checked="" type="checkbox"/> ]    West [ <input checked="" type="checkbox"/> ]    South [ <input checked="" type="checkbox"/> ]

### Section 2: Sponsor Details

<b>2.1 Name of Lead Organisation / Group:</b>		
Sunderland Women's Centre		
<b>2.2 Address of Lead Organisation / Group:</b>		
8 Green Terrace Sunderland SR1 3PZ		
<b>2.3 Contact Name for Project:</b>	<b>2.4 Position in Organisation:</b>	
Sue Ellwood & Willa Allan	Coordinators	
<b>2.5 Tel. Number:</b>	<b>2.6 Fax Number:</b>	<b>2.7 E-mail Address:</b>
0191 5677495	0191 5142050	swc@btclick.com
<b>2.8 Day to Day Contact Name / Details:</b> (if different to 2.3 above)		

<b>2.9 Legal Status of Organisation:</b>	<b>2.10 Registered Charity Number</b> (if applicable):
Incorporated Charity	1108695
<b>2.11 Does your organisation have a bank account into which funds can be paid?</b>	
Yes	
<b>2.12 Has the organisation received SIB support previously?</b>	
Yes [ ] No [ <input checked="" type="checkbox"/> ]	
<b>If 'Yes' please provide details:</b>	
<b>2.13 Are any trustees / members of the organisation employed by or are Elected Members of the City Council?</b>	
Yes [ ] No [ <input checked="" type="checkbox"/> ]	
<b>If 'Yes' please provide details:</b>	

### Section 3: Project Details

<b>3.1 Project Title:</b> (please re-state title as per front sheet)	
Sunderland Women's Centre Area Courses	
<b>3.2 Project Start Date:</b>	<b>3.3 Project End Date:</b>
March 08	July 08
<b>3.4 Please Describe the project:</b>	
<p>Sunderland Women's Centre (SWC) is a charitable company limited by guarantee and based in Sunderland City Centre. It offers a service to women citywide, providing an opportunity to expand their skills and knowledge through becoming involved in various educational and recreational courses.</p> <p>The SWC Annual Report 2006-2007 reported that SWC were working with over 300 learners at the Centre every week and had developed an outreach delivery at several venues including Headlight, Washington Mind, Fulwell Centre, Washington Multipurpose Centre and the City Libraries. This program of courses was aimed at target groups such as learners with physical and learning disabilities, mental health problems, black and ethnic minorities and men.</p> <p>This project has already secured £49,000 of funding to deliver outreach courses up until July 2008. However, in order to utilise this secured funding, additional funding of £31,275 is required for course co-ordination and development to enable the project to operate courses from March to July 08. Total funds secured by SWC as a whole project, equates to an extra £110,000 for the academic year. The SIB will therefore be helping to secure an additional £159,000 of funding.</p> <p>SIB is sought for a month period both to allow the secured funding to be utilised, and also to provide a gap fund whilst other funding is secured. If other funding is secured in advance of the end of July 2008, any unused SIB would be returned to budget.</p> <p>Whilst the project operates City-wide and is utilised by learners from across the City, apportionment between areas has been calculated based upon the following area outreach</p>	

courses (All courses are of 10 week duration and will operate twice in the period. Number of learners will be 10 – 12 per course):

- East Area (14 courses – 44 % of total)
  - Hudson Road school - 2x Basic Skills; 2 x IT; 2 x Family Learning
  - Valley Road School - 2 x Family Learning
  - Hendon Library – 6 x Basic Skills
- Coalfield – Nil (0%)
- South Area (2 courses – 6% of total)
  - Doxford Park Library – 2x IT
- West Area (2 courses – 6% of total)
  - Richard Avenue – 2 x Family Learning
- Washington Area (2 courses - 6% of total)
  - Wton MIND - 2 x Self development
- North Area (12 courses – 38% of total)
  - Fulwell DC (delivered at Bunny Hill) 10x courses in Literacy, Numeracy, Health and IT
  - Monkwearmouth library - 2 x Basic Skills

Total Area Courses = 32 (100%)

**3.5 What service does the organisation currently provide and how will this be complemented by the project?**

SWC supplements adult education provision within the City of Sunderland by offering courses whether accredited or non-accredited, with child care for all carers in a central location. We tackle barriers to learning by offering easily accessible course programs in an informal and supportive atmosphere. Due to this we attract learners described as 'hard to reach' by mainstream providers, for example, 28% of learners, from academic year 2006/2007, were from BME backgrounds and 30% disclosed some form of disability. SWC also receives referrals from statutory and voluntary organisations, as we can offer a 'stepping stone' for many of their clients/customers into an inclusive, community setting where they can achieve their own learning objectives. This project therefore complements SWC's main provision by widening participation.

**3.6 What additional activity will SIB funding allow to happen** (please tick the appropriate statement)

(a)	A project will go ahead which otherwise would not happen at all	[ ]
(b)	A project will be provided to a higher quality / on a greater scale	[ ]
(c)	The funding will accelerate the implementation of the project by 12+ months	[ ]
(d)	A gap in funding will be filled pending other funding being secured	[ <input checked="" type="checkbox"/> ]
(e)	Other reason	[ <input checked="" type="checkbox"/> ]

**Please explain your answer:**

A new stream of funding for which we will apply from Coalfields Regeneration Trust, does not become available until April 2008. Our funding sub-group are working to identify other possible sources of funding.

As well as providing gap funding, SIB will help to secure other funding to enable delivery of area courses.

**3.7 How will you publicise that you have received support from SIB?**

(please refer to Section 3 of the guidance notes)

SWC will include SIB in all marketing/advertising any support from SIB would also be acknowledged in SWC's annual report.

**3.8 Has there been any consultations concerning the need for this project?**

Yes [] No []

**If 'Yes' please provide details:**

SWC consulted all partners, other agencies, as well as learners, to determine the need for this project. SWC encourages participation and feedback, monthly through learner representation at management committee level. We also proactively seek comments, criticisms and course suggestions from learners. Networking and liaising with other agencies, maintains awareness of local issues. All of the aforementioned identifies the need for our project. The need is also demonstrated through requests and referrals and the fact that we have been working to capacity, for the majority of our programme, over the past ten years. Several of our courses each term are regularly over-subscribed. We utilise research evidence from the following sources; Index of Multiple Deprivation, educational statistics (Basic Skills Agency, LEA, LSC), health statistics and employment statistics, all of which demonstrate a need for our project

**3.9 Is there any documentary evidence available to support the need for this project?**

Yes [] No []

**If 'Yes' please provide details:**

The Basic Skills Agency has identified the proportion of the working age population with poor literacy and numeracy skills as high as 37.5% and 43.7% respectively. The City has always been high on the governments Index of Multiple Deprivation, ranking eighth for unemployment and fifteenth for income. Recently it has been within the top twenty most deprived areas in overall terms. 39% live in wards amongst the worst 10% in England and 86% in the worst 25%. The change in Sunderland's population of migrant and refugee communities is also in evidence that supports the need for this project.

**3.10 Who will benefit from the services provided by the project?**

All learners who access SWC's provision of learning opportunities, including; men and women returners, older learners, unemployed, learners with mental health issues or learning difficulties, learning disability and physical disability, ethnic minority/non English speaking. All agencies, both statutory and voluntary, who refer to us also benefit, these include; NHS, Social Services departments, Advice agencies, Drugs agencies, Job centres, Colleges, Probation Service, Mental health services (MIND, Mental Health Matters). Local voluntary agencies working in areas such as: domestic violence, health & mental health, drugs, asylum seekers and refugees, employment, learning difficulties and older people, will benefit by referring to us, or by working in partnership with us to provide outreach activities or support.

**3.11 Will there be any implications for Council Services arising from this project?**

Yes [] No []

**If 'Yes' please provide details:**

**3.12 Does this project require the support or sponsorship of a Sunderland City Council Directorate?**

Yes [ ] No [ <input checked="" type="checkbox"/> ]
<b>If 'Yes' please provide details:</b>
<b>3.13 Are any legal and other approvals required?</b>
Yes [ ] No [ <input checked="" type="checkbox"/> ]
<b>If 'Yes' please provide details of type of approval, date secured, or date expected to be secured:</b>

## Section 4: Equal Opportunities

<b>4.1 Does your organisation have an Equal Opportunities Policy?</b>	
Yes [ <input checked="" type="checkbox"/> ] No [ ]	
<b>If 'Yes' please describe how the project will comply with the Policy:</b>	
Our policy holds us to value equality and cultural diversity, as well as to promote inclusion and to remove disadvantage by removing barriers to learning and supporting those from under represented groups. Therefore this course project is made accessible to all. SWC is also an equal opportunities employer.	
<b>If 'No' please describe how your organisation addresses equal opportunities issues:</b>	
<b>4.2 Does your project specifically address any of the following issues?</b>	
<b>Ethnic Issues</b>	Yes [ <input checked="" type="checkbox"/> ] No [ ] (please tick)
<b>If 'Yes' please provide details as to how the project is in line with the Race Relations Act 1976:</b>	
We provide opportunity for learners from ethnic minorities.	
<b>Gender Issues</b>	Yes [ <input checked="" type="checkbox"/> ] No [ ] (please tick)
<b>If 'Yes' please provide details as to how the project is in line with the Sex Discrimination Act 1975:</b>	
We promote equality of opportunity for both men & women.	
<b>Disability Issues</b>	Yes [ <input checked="" type="checkbox"/> ] No [ ] (please tick)
<b>If 'Yes' please provide details as to how the project is in line with the Disability Discrimination Act 1995:</b>	
We provide opportunities for learners with disabilities.	

## Section 5: Relationship of Project to the Area Framework(s)

<b>5.1 Identify which Area Regeneration Framework Action Plan Strategic Priorities this project will address through the use of SIB, and demonstrate how these will be achieved:</b>
The project will contribute to the following priorities: <ul style="list-style-type: none"> <li>○ Raising standards and improving access and participation in learning;</li> <li>○ Creating inclusive communities (via provision of accessible courses to hard to reach</li> </ul>

target groups)
<b>5.2 Identify outputs / outcomes against which the delivery of the project can be evaluated. Demonstrate how these will contribute to the Area Regeneration Framework(s).</b>
The project will enable 32 area based courses to take place during the funding period.
<b>5.3 If the project relates to two or more Framework Areas, on what basis have you decided how to share the costs?</b>
Apportionment methodology is described in section 3.4.

## Section 6: Management Arrangements

<b>6.1 Describe how the project will be managed:</b>
<p>SWC key personnel manage and oversee the course program from inception to completion, through the following:</p> <ul style="list-style-type: none"> <li>• Program Planning</li> <li>• Oversee publicity/ engagement of Learners</li> <li>• Employ suitable Tutors</li> <li>• Manage &amp; Supervise Tutors</li> <li>• Manage &amp; Supervise Support Staff/Childcare</li> <li>• Manage &amp; Supervise Admin support</li> <li>• Liaise with delivery partners &amp; FACL</li> <li>• Offer IAG</li> <li>• Check paperwork – beginning, mid-term &amp; end</li> <li>• Lesson visits</li> <li>• Regularly meet with tutors</li> <li>• Appraisal of course</li> <li>• Submission of final paperwork</li> <li>• Monitoring of outputs</li> </ul> <p>All of the above tasks guarantee quality of service. Coordinators are in turn managed by SWC's management committee who have overall responsibility.</p>
<b>6.2 Are there any significant risks or uncertainties that may affect either the timetable of the project, or whether it achieves its objectives?</b>
No – providing that funding is secured.

## Section 7: Financial Information

<b>7.1 How much SIB funding is requested?</b>
£31,277, £1,877 South
<b>7.2 Indicate the type of funding requested: (please tick)</b>
Capital [ ] Revenue [ <input checked="" type="checkbox"/> ] Both [ ]
<b>7.3 Has funding been requested / allocated from any other sources, including Council Directorates and if so how much?</b>

None

**7.4 What other funding alternates have been considered and why were these not appropriate?**

Available funding sources would not fill the gap, as they will fund course provision including management cost's however this does not commence until August 2008.

**7.5 What are the financial implications for the project should it not receive SIB funding?**

The financial implications should SIB funding not be received, would be that funding secured for course provision would have to be refunded.

**7.6 When SIB expenditure is complete how do you intend to continue this project?**

SWC's management committee have a funding sub-group responsible for strategy and identifying all possible funding sources. Networking with other projects, regular updates from Sunderland CVS, as well as local and national funding publications are all utilised to source relevant and most appropriate funders.

**7.7 Provide a profile of projected costs:**

Funding Source	2007/08	2008/09	2009/10	Total Cost
<b>SIB:</b>				
Coalfield	0	0	0	0
East	£13,761			£13,761
North	£11,885			£11,885
South	£1,877			£1,877
West	£1,877			£1,877
Washington	£1,877			£1,877
<b>Other Sources (please state)</b>				
1)	FACL/FLLN/NLDC	£49,000		£49,000
2)	FACL/FLLN/CoSC/CRT/Henry Smith/NRF	£110,000		£110,000
3)				
<b>Total Cost:</b>		£190,277		£190,277

**7.8 Please provide details of any 'in-kind' funding (e.g Peppercorn rents), if included within the 'Other Sources' of funding shown above.**

**7.9 Please provide a breakdown of the Total cost to show the main areas of expenditure:**

The £31,277 can be broken down as follows:  
 -£28,560 for Salaries and NI for the Project Coordinator and Curriculum Development Coordinator  
 - £2,227 for Rent, Rates, Light and Heat  
 - £490 for Phone, Post and Publicity



**7.10 Please provide details of how you will ensure that the procurement and purchasing of services and equipment will be managed in accordance with requirements as detailed in the guidance notes and guidelines. Include any estimates that you have and details of any contractors or suppliers to be used.**

N/A

## Section 8: Additional Information

**8.1 Please provide any additional information that may be of use in support of your project proposal (Please append additional sheets if required):**

Low skill levels have been highlighted as having a 'sapping effect' on people's self confidence and well being, and they also reduce an individual's capacity and willingness to act. Community learning helps improve skills and therefore encourages economic regeneration and individual prosperity, builds active citizenship and inspires self help and local development. Analysis of data suggests that women with level three qualifications, or equivalent, can experience a 28% earnings premium.

In addition, SWC curriculum planning directly tackles issues around: being healthy, staying safe, enjoying & achieving, making a positive contribution and achieving economic well being.

## Section 9: Declaration

**I declare that the information provided is correct and accurate and that, should this application be successful, the organisation will agree to the terms and conditions of SIB:**

**Name:**

Willa Allan

**Position in Organisation:**

Project Coordinator

**Date:**

6.12.2007









