

Support for 'Friends' Groups

**Background**

Coalfield Area Committee has identified that Friends groups continue to take on a number of activities and tasks, within parks and green spaces, to support the provision of attractive leisure spaces for the benefit of the local community.

Sunderland City Council Environmental Services Support has developed a guidance Note for Friends Groups in Relation to: Activities / Events, Insurance, Licences / Permits, Approvals & Risk Assessments, Volunteer Guide for Litter Picking – this is sent out to all volunteers that we are aware of that litter pick and Project Proposals Form - used to obtain permission to carry out any low level grounds maintenance, cleansing, environmental improvements such as painting, adding to the parks furniture i.e. seating, picnic tables, notice board etc.

Groups can borrow equipment (when available) from Local Services, and also arrange to have bags of litter and rubbish collected at a pre-arranged time.

Coalfield Area Place Board members have identified a further need to ensure that Friends Groups are adequately supported and resourced to take on tasks to assist in keeping green spaces tidy, and also carrying out their own activities and events to increase interest and usage in parks.

Proposals for Funding

There are a number of ways in which this additional funding can support active Friends groups, such as provision of equipment, support with governance requirements such as insurance and DBS checks, promotion and advertising, and resources such as plants and educational materials.

Coalfield Area Committee would like to invite local Friends groups and organisations to submit proposals for funding to deliver activities or events, or purchase services and equipment to enable them to continue to provide their valuable contribution to parks and open spaces

Requests up to £500 per application will be accepted. An assessment panel will consider applications to assess suitability. Forms which have not been fully completed or which have been completed incorrectly will not be considered by the panel. It is the responsibility of the applicant to ensure all sections are complete. This is a two year rolling programme of activity (from January 2019) with the deadline for applications being the last working day of each month.

Project Proposal

Name of project	
Name and address of Organisation	
Contact details (Name, position in organisation, tel, email)	
Brief description of what the funding will be used for and what it will enable you to deliver. If for a specific activity or event, please include details of what you intend to deliver, when and where	
Target area (neighbourhoods or wards)	

Number of Participants (if relevant)	
Number of Volunteers (if relevant)	
Total amount requested with cost breakdown	
Match Funding if any (including in kind)	

All details must be complete in order for the application to be submitted to the panel. Deadline for applications is the last working day of each month.

Name of Proposed Project:

Name of Organisation:

I confirm the group has a constitution, bank account and all relevant processes and procedures in place in order to deliver the project (including Safeguarding and DBS requirements where required, and permission to undertake work).

I agree to provide information after the event/activity including how many people were involved, any positive outcomes and provide up to three photographs electronically.

Print Name:

Sign:

Date:

Position in Organisation:

Please return to:

Pauline Hopper
Member Support and Community Partnerships
Room 3.98
Civic Centre
Sunderland
SR2 7DN

pauline.hopper@sunderland.gov.uk