



Fermanagh & Omagh
District Council
Comhairle Ceantair
Fhear Manach agus na hÓmaí

Fermanagh and Omagh District Council

PEACE IV – Re-Imaging Programme for Existing Spaces

GUIDANCE NOTES



Background

Fermanagh and Omagh District Council has secured £2.6m to deliver a PEACE IV Local Action Plan for the district to promote positive relations between people from different backgrounds and communities. The programme is supported by the European Union's PEACE IV Programme, managed by the Special EU Programmes Body (SEUPB).

The PEACE IV Local Action Plan will support 15 programmes or initiatives across three key themes – Children and Young People; Shared Spaces and Services; and Building Positive Relations.

The Local Action Plan was developed following extensive consultation in 2016 with local communities to ensure actions address their needs and issues identified. Fermanagh and Omagh District Council will deliver or manage 12 of the 15 programmes while the Education Authority will deliver three programmes under the Children and Young People theme.

A voluntary PEACE IV Partnership - made up of Councillors and representatives from statutory agencies and social partners – will support and monitor the effective delivery of the Local Action Plan.

The PEACE IV Programme is an EU Funded Programme designed to support Peace and Reconciliation in Northern Ireland and the Border Region. It is managed by the Special EU Programmes Body (SEUPB). Matching-funding for this element of the PEACE IV Programme has been provided by the Executive Office in Northern Ireland and the Department of Housing, Planning, Community and Local Government in Ireland.

This project is supported by the European Union's PEACE IV Programme, managed by the Special EU Programmes Body (SEUPB)

To be considered for participation in the programme interested parties must complete and submit an Expression of Interest.

Expressions of Interest will be assessed and scored against an agreed Re-Imaging Programme for Existing Spaces Selection Framework. Please refer to Guidelines at Appendix 1.

PLEASE NOTE: This is a competitive programme.

The submission of an Expression of Interest is **MANDATORY** to be considered under the Re-Imaging Programme for Existing Spaces but **DOES NOT** indicate that your submission will be selected for participation in the programme.



PEACE IV: Re-Imaging Programme for Existing Spaces

Introduction

In its role as lead partner Fermanagh and Omagh District Council wishes to invite Expressions of Interest under the PEACE IV Re-Imaging Programme for Existing Spaces to enhance community groups' current facilities and provide programme activity support to help them attract new user groups and create a shared space that respects the rights, equality, and diversity of all.

Project Definition

It has been determined that the programme will offer support to the Community and Voluntary Sector within the 7 District Electoral Areas (DEA). A total of 25 projects will be funded, with our aim to ensure a fair geographical spread across the District Council area. A number of additional projects may also progress to Design & Pre Capital Works stage and be held in reserve based on the assessment outcome.

Financial support to a maximum of £6,000 (including fees/Technical Assurance Support) is available to provide capital support to the re-imaging of existing premises.

Financial support to a maximum of £2,000 (including Good Relations Support) is available to provide programme activity support towards new initiatives which will help organisations to engage with new user groups from the wider community.

If you are interested in submitting an Expression of Interest the following 3 stage assessment approach will be applied:



Strand 1 Essential Criteria:

Expressions of Interest:

All groups/organisations must meet the essential criteria. Expressions of interest will be required to demonstrate that:

- **The beneficiary group or organisation is:**
 - Located within the Fermanagh and Omagh District Council Area
 - Operated on a 'Not for Profit' basis
 - A constituted community/voluntary group or organisation
- **The property/building/area to be developed is:**
 - Council owned or
 - Leased by the community/voluntary group or organisation
 - The owner has provided consent for the proposed development.
- **There is community support for:**
 - The capital works element of the project and the ongoing delivery plan.

Strand 2 Quality of the Project: (80%)

The quality assessment of the project will be based on the Expression of Interests' response to the 5 questions outlined below:

- Provide details of the cost and scope of the re-imaging capital project. Is the project deliverable within programme budgets and does it offer value for money?
- Describe the services/supports that your group currently provides from your community premises, and who is the service/support for?
- Explain how the proposed re-imaging of your premises will enhance your existing provision as a shared space to the wider community?
- What types of programme activity would the group deliver in the re-imaged space, as part of this PEACE IV programme, to promote community cohesion and positive relations, both within the group, and to the wider community?





- How does the group/organisation plan to sustain an activity programme that is inclusive in nature and ensures sustained engagement with new user groups post PEACE IV funding?

Strand 3 Needs Based Assessment:

(20%)

Evidence of Need:

The Council will utilise quality assured statistics to develop an assessment of need for the Re-Imaging Programme for Existing Spaces. A full scoping study for this stage will be undertaken and will cover such aspects as:

- There is a higher level of isolation.
- There is more limited provision of local amenities.
- There is evidence of a higher potential for poor cross-community cohesion.

Failure to provide the above information and incomplete expression of interest forms will result in the application being deemed ineligible.



1. Eligibility:

Groups/Organisations:

Expressions of Interest are sought from groups and organisations are based within the community and/or voluntary sector in the Fermanagh and Omagh District Council area.

Evidence that a constitution has been formally adopted, dated and signed must be supplied.

All organisations must be not for profit.

Ownership of land/building:

Evidence of ownership and or lease agreement must be in place at time of application if there is a lease in place the remaining term must be at least 5 years.

Where the project requires addition/alteration to the fabric or structure of an existing property, written evidence that the owner supports such addition/alteration must be attached.

Evidence of community support – Community support for both the capital works element of the project and any subsequent activity delivery plan is required.

These are Mandatory requirements and all elements must be met.

2. Level of Support:

Financial support to a **maximum of £6,000** (including fees/Technical Assurance Support) is available to provide capital support to the re-imaging of existing premises.

Financial support to a **maximum of £2,000** (including Good Relations Support) is available to provide programme activity support towards new initiatives which will help organisations to engage with new user groups from the wider community.

A maximum 10% of the overall cost will be available for purchase of capital equipment.

3. Selection Process:

All expressions of interest that meet the mandatory criteria will be assessed on the responses provided to the questions included in the form. A priority weighting will be applied to the scores for each stage as follows:



- **Quality of the Project:** (80%)
- **Needs Based Assessment:** (20%)

Projects will be ranked on the basis of the weighted score and the highest ranking projects will be selected. In addition, a number of projects will be placed on a reserve list.

4. Procurement

Fermanagh and Omagh District Council will undertake the procurement of an appropriate contractor/s to complete the proposed works for the successful projects.

This will include procurement of expertise to assist the development of the successful projects through design, planning and statutory regulation and post building and planning approval.

Support will also be provided in the development of an ongoing activity plan to ensure that the objectives of the programme are met.

Fermanagh and Omagh District Council will follow the Council's Guidelines in respect of procurement.

All goods and services shall be procured on the basis of competitive quotation or tender process.

Please note no work will be procured or commence until a letter of offer has been issued.

5. Additional Information

Examples of eligible works are as follows, but not limited to:

- Small scale renovation works to accommodate multiple activities both internal and/or external.
- Renovations which enable the building to become more user friendly.
- Change of use of space to develop new projects e.g. allotments, greenhouses, play areas etc

Examples of ineligible works are as follows, but not limited to:

- Projects that have already started.
- Staff or employee costs or general revenue / running costs.



- Shortfall in funding of a major refurbishment / renovation project.

6. Retention of Documents

All financial and attendance records must be retained for a period of 5 years after the receipt of financial assistance.

7. Inspection

Any financial accounts and records and/or equipment/materials purchased shall be made available to the Council and its Internal Audit function, at the Council's discretion. The same right of access will, if required, be made available to Local Government Audit. The Council at its sole discretion has the right to carry out a verification visit at any time during the duration of the project.

Contact Information for programme support:

The Expression of Interest form can be downloaded from www.fermanaghomagh.com or a copy can be requested by emailing hugo.sweeney@fermanaghomagh.com or by contacting Hugo Sweeney on 0300 303 1777 ext. 21237

Completed forms should be returned no later than **12 noon on Friday 08/12/2017** in a sealed envelope clearly marked on the outside '**Re-Imaging Programme for Existing Spaces Expression of Interest**' to:

Fermanagh and Omagh District Council, The Sperrin Centre, 1 Market Street, Omagh, BT78 1EE or The Townhall, 2 Townhall Street, Enniskillen, BT74 7BA or via email to hugo.sweeney@fermanaghomagh.com.

Expressions of Interest received after the closing date and time will be deemed ineligible.

For further information on the Expression of Interest process please contact the PEACE IV Project Officer on 0300 303 1777 ext. 21237

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