



Fermanagh and Omagh District Council

STRATEGIC CAPITAL PROJECTS GRANT PROGRAMME

GUIDANCE NOTES

**Closing date for submission of applications is 12noon on Friday 8 July 2022
via www.fermanaghomagh.com**

Introduction

Fermanagh and Omagh District Council wishes to invite applications from community groups for strategic capital projects within the district which can be delivered by 31 March 2024.

All projects should contribute to the outcomes identified in the Fermanagh & Omagh Community Plan for the district and the Council's Corporate Plan, i.e.

- Our people are healthy and well – physically, mentally and emotionally
- Older people lead more independent, engaged and socially connected lives
- Our communities are inclusive, safe, resilient and empowered
- Our people have the best start in life with lifelong opportunities to fulfil their potential
- Our economy is thriving, expanding and outward looking
- Our outstanding and culturally rich environment is cherished, sustainably managed and appropriately accessible.

The application form can be accessed through the Council's website at www.fermanaghomagh.com

Closing date for submission of applications is 12noon on Friday 8 July 2022.

Applications received after the closing date and time will be deemed ineligible.

For further information on the Application Form process please contact an Officer from the Funded Programmes Team on 0300 303 1777 or email economic.development@fermanaghomagh.com.

Background

The Strategic Capital Projects Grant Programme is aimed at meeting the needs of the district with a view to fulfilling the outcomes of the Fermanagh and Omagh 2030 Community Plan and Council's Corporate Plan 2020-24. The funding will provide a mechanism for investing in rural/urban areas to promote wider recovery from the pandemic and is available to local community organisations with a project plan to enhance existing facilities or to meet an unmet local need.

Indicative actions that Council is seeking to address and could be supported are:

- Environmental improvements
- Conservations and upgrading of rural culture (natural and built)
- Walkways, play facilities and nature trails
- Signage and local heritage features
- Improving physical access to amenities or attractions
- Gateway projects, entrance features and signage

The Strategic Capital Projects Grant Programme will provide **capital** funding of between £100k up to £200k with organisations required to match fund from other sources to a minimum value of 10% of the grant awarded. Grants will support the regeneration and development of communities, with priority applied to those who have been ineligible and excluded from previous grant schemes over the preceding three years.

The grant programme is a competitive fund and awards will be determined on the basis of merit. Groups must demonstrate their commitment to promoting social inclusion, equality of opportunity and good relations in accordance with Section 75. Groups will be required through the Application Process to demonstrate the need for financial assistance with the Council undertaking review of project promoter's financial status to ensure proper and efficient use of public funding.

Funding Approach

Council will receive application forms for;

Grants of between £100,000 and £200,000 with a maximum 90% intervention of total project costs.

A completed application form will be required from all applicant groups in order to determine eligibility and to enable proposals to proceed to a Letter of Offer for Technical Assistance.

Satisfactory completion of Technical Assistance will be required by 30 September 2022, with applicants required to submit project business plan, further details of match funding sources, ownership, statutory approvals (if applicable), procurement and any other relevant supporting documentation, **Projects will then be issued with a Stage 2 Letter of Offer to commence Strategic Capital Grant Scheme.**

(It is anticipated that there will be no more than 8 grants awarded)

Stage 1: Application Form

- Application Form will only be considered from Community projects geographically located within the Fermanagh & Omagh District Council area.
- Application Forms must be submitted from properly constituted not for profit groups.
- Proposed projects should add value to existing provision or opportunity, for example, identify and meet a currently unmet demand or provide additional services. Provision should not duplicate or cause displacement.
- The project must have an eligible total capital spend of a minimum of £100,000 inclusive of professional fees and technical assistance. The maximum grant available is £200k.
- Application Forms will only be considered from projects that can demonstrate a synergy with the Fermanagh & Omagh Community Plan and the Fermanagh & Omagh District Council Corporate Plan which can be accessed via the Council website at www.fermanaghomagh.com
- Provision of evidence that the project has the support of the local community (e.g. village action plans and letters of support).
- Demonstrates that the project will be able to complete by March 2024.
- Provides evidence that there are no issues with ownership of the land/building where the proposed project will be sited/located and that all statutory approvals are either in place or can be provided by project start date or completion of technical assistance.
- Groups must be able to provide an independent quotation validating project costs (i.e from a contractor).
- Groups will be required to demonstrate the effectiveness and impact of their grant and how it will generate positive and measurable outputs and outcomes for the local community.
- Groups will be required to adhere to formal project monitoring during and post project in order to ensure progress in keeping with key timescales and capture of outputs and outcomes.
- It is anticipated that projects will be equitably located across the seven District Electoral Areas (DEAs) and this will be considered as part of the assessment process.

The Application Form is designed to identify how the applicant meets the eligibility of the Strategic Capital Projects Grant Programme by requesting evidence of how the following areas will be assessed:

1. Need for the Project (community need, identification of unmet demand, generates additional provision, benefits to the local community)
2. Value for Money (cost versus benefit)
3. State of Readiness (position of statutory approvals)
4. Route to Project Completion (Clear assessment and plan to achieve identified outcomes)
5. Location of projects and anticipated spread across the seven District Electoral Areas. Projects will be scored in ranking order within their DEA.

The Application Form will be available to access through the Council website.

Further to this, a scoping study to assess socio-economic need will be carried out by Council. The scoping study will collate a statistical evidence base and undertake analysis to assess the socio-economic need. It will be a desk-based exercise, utilising readily available data.

Successful applicants will be awarded Letters of Offer which will include a requirement to comply with progress reporting to Council.

Payment of Grant

Please note this grant award is retrospective and only paid on completion of works and a fully vouched claim. Phased payments can be requested and considered in line with key milestones which are assessed, valued and confirmed by a Quantity Surveyor. Only those aspects of the project that have been defined in the Architect or Quantity Surveyor submission will be considered eligible for payment. Advance payments are not eligible.

Council will require all successful applicants to appoint, through a Council approved procurement process, a single Consultancy to design and manage the project and a single Contractor to complete the construction. Approval will not be given to self-design or self-build. Details of procurement policy and process will be provided by Council.

Each applicant will be responsible for retention of information required for reporting to Council progress towards project objectives approved in the Project Business Case. Clawback of financial support can be applied where grant is not used as intended.

Assessment

Stage 1: Eligibility (Pass/Fail)

Applicants must meet the following eligibility checklist to proceed to stage 2 of the assessment.

Eligibility Checklist	Y/N
The applicant is located within the Fermanagh and Omagh District Council Area	
The applicant operates on a 'Not for Profit' basis	
The applicant is a constituted community/voluntary group or organisation	
The property/building/area to be developed is either Council owned or owned/leased by the applicant.	
Consent has been provided by the owner for the proposed project (if applicable)	
The applicant has provided evidence of community support for the proposed project	
The applicant has confirmed that the project will be completed by March 2024	
The applicant has uploaded an independent quotation validating project costs (e.g. from contractor)	
The project has an eligible total capital spend of a minimum of £100,000 inclusive of professional fees and technical assistance. The maximum grant available is £200k.	
The applicant has provided evidence of Match Funding i.e. minimum of 10% of total cost	
The applicant has uploaded a most recent bank/building society statement	
The applicant has uploaded a copy of their Constitution	

In the event that the assessment panel do not feel that criteria as above has been met, the project will not progress to stage 2.

Stage 2: Quality of the Project (80%)

The quality assessment of the capital project will be based on such aspects as:

- 1. Need for the Project (community need, identification of unmet demand, generates additional provision, benefits to the local community) Alignment with the Community Plan and Corporate Plan for the District.**

[30%] maximum score 5 x weighting factor 6

Ref: Q2. Provide background information on current situation/current level of service provision, evidence of deficiencies in current service provision; and opportunities for improvement.

Ref: Q3. Provide a brief and concise description of the proposed project, how need/demand for it was established and the justification for the proposed scale (i.e., evidence that it is appropriate to the likely level of demand for the service). Provide details of Community Support for the project and outline how the project aligns with the Fermanagh & Omagh Community Plan and the Fermanagh & Omagh District Council Corporate Plan.

- 2. Value for Money (cost versus benefit) The scale of the proposed development and does it represent value for money**

[30%] maximum score 5 x weighting factor 6

Ref: Q4. Describe what the project will achieve, the outcomes and the benefits for the local community and how the benefits will be identified, analysed and reported.

Ref: Section B: Project Finance

- 3. State of Readiness (position of statutory approvals) not scored**

Not scored, part of the stage 1 eligibility checklist.

- 4. Route to Project Completion (Clear assessment and plan to achieve identified outcomes) The management of future operational, maintenance and replacement costs**

[20%] maximum score 5 x weighting factor 4

Ref: Q5. Provide details of the proposed management structure and what maintenance plans will be put in place for upkeep of the project post funding

- 5. Location of projects and anticipated spread across the seven District Electoral Areas. Projects will be scored in ranking order within their DEA.**

Not scored, projects must be located within the Fermanagh and Omagh District Council Area.

Stage 3: Needs Based Assessment (20%)

A scoping study to assess socio-economic need will be carried out by Council. The scoping study will collate a statistical evidence base across a range of factors including deprivation, accessibility, economic inactivity, health and wellbeing and dereliction. A range of robust data sources will be

utilised to provide this information at a local level. The data will then be analysed to provide an indicative 'socio-economic need' score and will then be ranked based on the socio-economic need.