An aerial, black and white photograph of Bristol, England, showing the city's dense urban landscape, the River Avon winding through it, and two hot air balloons floating in the sky. A green horizontal bar is overlaid on the lower portion of the image, containing the title and subtitle text.

The VCS Grants Prospectus

Your Guide to Grant Funding –
From Bristol City Council to the
Voluntary and Community Sector (VCS)

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Available background documents:

Co-designing the VCS Grants Prospectus

VCS Grants Prospectus - Equality Impact Assessment

Voscur report on Prospectus Consultation

List of 2015/16 Bristol City Council grant streams

Mayoral Foreword



I firmly believe that the Voluntary Community Sector is a key part of the city's fabric and that it delivers extraordinary value for the grant funds allocated both from the Council and other sources. But their value is so much more than the effective services they deliver. It's value is also based in the social capital brought to communities through the local connectivity, social organisation, leadership and ownership, along with the evidence that people can lead themselves.

The VCS Prospectus brings together the council's grant investment in an intelligent way to focus our resource on what matters most - working together on the key challenges faced by our city. It represents an exciting and bold step forward in how the Council works with our VCS colleagues to co-design and co-create a shared view of how to address the needs in our city. It also represents a clear commitment to work with the expertise and local knowledge of the VCS to effectively shape and deliver the right support and services to those in our city most in need of support.

And this is a beginning. My aim is to build on the relationships strengthened through the prospectus to work with VCS colleagues, business and other public sector organisations to build a shared view of what the city will look like in 15 years' time. This will include an understanding of the size, shape and role of the VCS in the future and will be with a clear recognition that a thriving VCS is not an optional extra, but integral to our city's ability to deliver.

A handwritten signature in black ink, appearing to read 'M. Rees'.

Marvin Rees
Mayor of Bristol

Why this guide matters to YOU



Bristol City Council has changed the way it makes grants to voluntary and community sector organisations.

We need to make sure that the money we spend achieves as much as it can for people living at risk of disadvantage and inequality.

We also want to make sure that the process of applying for small grants is as simple as possible.

This guide explains:

Why the changes to funding have been made, and why this funding is important.

What these changes are, and what we want our funding to achieve.

How you can apply for small, medium and large grants.

We hope you find this information useful. It is very important that you read this guide carefully if you are planning to apply for a grant as it will help you explain why your organisation needs the funding, and understand what we are looking for in grant applications.

For more information, support or advice, please see Voscur's website or contact the Council's Grants Team. (Contact details are at the back of this document).

Section One

Why we have made changes to our grant funding

- What this Prospectus is for
- The background to developing the VCS Grants Prospectus
- How much funding is provided
- The Bristol Compact



What this Prospectus is for

This is a Bristol City Council guide in which we tell people what council grant funding is available over the four years from April 2017 for the voluntary and community sector (referred to as the VCS). This sort of document is sometimes called a prospectus and we have been using this term to describe our new approach as we developed it and consulted on our proposals. It has been developed in the context of the issues faced by the city, the local authority's existing budget, Mayoral priorities, BCC's Corporate Plan and central government's comprehensive spending review. It tells people what we want to achieve, what we expect from grant funded organisations and what the processes are for both applying for and allocating the grants.

The background to developing the VCS Grants Prospectus

We want to invest the grant funding we have in a way which generates the best possible impacts for our communities who are living with or at risk of disadvantage and inequality.

Bristol as a city has won a number of accolades: Sunday Times Best City to Live In, (Sunday Times 2014); Best City Life (WhatUni, 2015); 8th Best City to Raise a Family In (OneFamily.com 2015 'Top Cities'), one of the top 10 cities to work in (OPP, 2016), the UK's kindest town (Co-Op survey 2016).

It is undoubtedly a beautiful and vibrant city with an international reputation as a good place to live and do business, a thriving arts scene and a modern city centre. The city is prosperous nationally and internationally, with its prosperity built on a wide and varied industrial base, and is a place where earnings are almost £1,000 more than the national average and economic productivity is £1.40 above national average.

But that is not the whole story.

Bristol still faces a number of significant challenges. The city's prosperity is not shared by all its citizens: many people face multiple disadvantages. Within the city some of the most prosperous areas in the UK sit side by side with some of the most deprived and the gaps are increasing. The Bristol neighbourhoods which suffer from high levels of deprivation are the same now as they were in 1999 and the deprivation is persistent.

However deprivation and disadvantage are not just spatial issues concentrated in particular areas of the city. Some people such as Black and minority ethnic (BME) people, Disabled people, women, lesbian, gay and bisexual people, transgender people, young people and older people are more likely to face disadvantage. Within these groups there are people who face multiple disadvantage as a result of the systems (e.g. financial, social, educational, and class systems), as a result of historic, economic and geographic factors in our city and as a result of discrimination.

An example of this is provided by the recent research published by the Runnymede Trust, which has shown that Bristol has the 7th worst level of inequality between Black and minority ethnic (BME) people and white British people. The research shows that between 2001 and 2011, Bristol has deteriorated as a place to live for BME people and is stark evidence that inequality for BME people has increased in our city. We want to be sure that our investment of public funding into the Voluntary Community Sector has the most positive impact for the citizens of the city.

Historically grant funding within the council has been delivered through very separate funding streams in different directorates, with no single view of how well that funding is working for the city. By aligning our grant streams through this Prospectus we can focus on key priorities and challenges and be very clear about what we are trying to achieve with this funding.

We are encouraging the voluntary and community sector (VCS) to see the Prospectus as an opportunity to deliver stronger impacts for the people they work with, as well as the potential to collaborate and/or align their work and organisations more effectively to better benefit people in the city.

The Prospectus is designed to be a helpful and clear document which will enable the city's VCS to understand our intention for this funding. We are clearly moving away from our previous approaches to grant funding and the Prospectus provides the guidance needed for VCS organisations to see where their work fits with our grant aims and how they can apply.

How much funding is provided

The council currently invests around £18m in grants and concessions each year in supporting VCS organisations. This does not include contract investment whereby the council purchases services from organisations in the voluntary sector.

From our 2015/16 figures, of this £18m in 2015/16:

- £1.5m is the notional value of annual concessionary rents or leases with local VCS organisations and these are not coming within the scope of the VCS Grants Prospectus.
- £8.5m is through mandatory business rate relief to charities and £0.3m is through discretionary business rate relief to VCS organisations and rate reliefs are not coming within the scope of the VCS Grants Prospectus.
- £7.7m is through revenue grants and some of these grants will fall within the scope of the VCS Grants Prospectus.

From 2017 direct grant investment will be made through a new pooled fund called the **Bristol Impact Fund** and the Prospectus will shape and influence the council's other grant streams that may be part of the pooled fund in the future.

We have not been able to bring all the council's £7.7m revenue grant streams into the pooled fund for this first VCS Grants Prospectus. For the life of this Prospectus the available funding is £3.4m per year.

The Prospectus tells people about the new Bristol Impact Fund and has information about the council's other VCS revenue grant investment (in Section 5), so that it is clear how the council supports the sector more widely and what support is available. These grants are made by different teams in the various council departments and have different purposes.

Some of the money comes from external sources such as Public Health England and whilst we have identified and earmarked £3.4m for the Bristol Impact Fund, it is important to realise that this may be subject to change if these external funding sources are reduced.

The Bristol Compact

The Bristol Compact is the agreement made between the public sector and the Voluntary and Community Sector (VCS) in the city. The Compact recognises that positive working relationships are crucial to the city of Bristol and it seeks to define and strengthen the links between the public sector and the VCS – for the benefit of Bristol, its people and communities. We have tried to make sure that this Prospectus and our approach to the Bristol Impact Fund comply with the Bristol Compact. Further information about the Bristol Compact is available from Voscur (contact details are given at section 6).

¹Under a grant agreement, the council will transfer money (or assets) to an organisation on trust for a specific purpose. The funded organisation, not the council, defines what it is going to do and the money can only be used for the purpose for which it was requested. If the money is not spent on that purpose it must be repaid to the council.

Under a grant agreement: The funds are to be used for activities that are not statutory (i.e. they do not have to be undertaken by the council) and are not for the benefit of the council; The organisation has the choice of either providing the services or handing back the money without incurring further costs; The only obligation on the council under the grant agreement is to comply with the applicable statutory and other processes in awarding the grant; and The organisation must return any surplus to the council.

Section Two

What the changes are

- Introduction
- The new Bristol Impact Fund
- Ways of working supported by the Bristol Impact Fund
- These are the 'Ways of Working' for the prospectus:
- Key challenges that the fund is addressing
- How the funding is structured
- How the Bristol Impact Fund works
- Signs of success or 'impact'
- How organisations will tell us about the impact they expect to make
- How we will evidence the impacts
- The 'How we make an impact' model



Introduction

We have co-designed this Prospectus in a new way of working with colleagues from the voluntary and community sector (VCS) to create a new approach to grant funding. The aim has been to meet the needs of the city as understood from the perspective of both the VCS and the council.

We have drawn some of the council's existing grant streams together into a single grant fund. Together, working in this co-design way, we have agreed that the focus of this pooled grant fund will be on tackling disadvantage and inequality across the city.

We believe that by having a clear focus and by working better together, we can use this money more strategically, more powerfully and have a far bigger impact. We have called this the Bristol Impact Fund.

The new Bristol Impact Fund



The success of our city is not shared with all of our citizens and we want to use this funding to work towards addressing the key issues of disadvantage and inequality facing some people in the city. We want to align our investment to what is most important in addressing these issues.

In four years time we want to see that this co-designed approach to VCS grant funding (the Bristol VCS grant fund) is resulting in **reduced disadvantage and inequality** experienced by Bristol's residents, **improved health and wellbeing** and **increased resilience** (people being more able to manage).

We are asking VCS organisations to propose how they can use their skills, local knowledge and expertise to improve things for disadvantaged people in the city (individuals as well as geographic communities and communities of interest). The Prospectus outlines the challenges and the focus – we are looking to the sector to shape the right responses to best meet these challenges.

Ways of working supported by the Bristol Impact Fund



We believe that we can only achieve real and lasting change for disadvantaged people if we agree to work in ways that put people at the centre of what we all do and if we agree to make the best possible use of the resources our communities already have. We want this funding to shape and deliver early help and build confidence, resilience and self-determination for people and communities. Creating the right conditions for people to make positive change in their lives is a key priority for the Prospectus.

We will prioritise our Bristol Impact Fund for VCS organisations that will work to make a difference locally and create the impacts needed by:

- Giving the right help at the right time.
- Helping people to help themselves and each other.
- Building on the strengths of people and communities.
- Connecting people and organisations within and across communities.

These are the 'Ways of Working' for the Prospectus:

Giving the right help at the right time

We want organisations to work with people before they reach crisis. This is often called 'early intervention' and it means acting to prevent problems occurring and supporting people to reduce the impact of problems and stop escalation when they arise. We know that there are some activities or issues that will span early intervention and crisis work but we are clear that the greater part of this grant will be targeted at prevention and early help work.

Helping people to help themselves - and each other

We want to take a preventative approach to support disadvantaged people, (those who are unable to withstand the effects of pressures and stresses) and those who are at risk of disadvantage (people who are likely to reach a point where they can no longer withstand those pressures and stresses). Our aim is to build resilience for individuals, families, neighbourhoods and communities of interest. By this we mean that we want people to be helped or empowered to build their skills, confidence, networks and optimism so that they are more able to manage the pressures, changes and stresses and weather difficult times together.

Building on the strengths of people and communities

We want to build on the strengths of people and communities in the city and to support projects to provide the material and emotional framework for individuals and groups to feel fully part of our communities. Building on strengths or using 'asset based' approaches provides a different way of thinking about the role of individuals, communities and organisations in creating vibrant, prosperous and inclusive communities. It is about creating the right conditions where communities can do things for themselves, where people can get help when they need it and where they need help to live their lives from outside agencies, they are empowered to shape and influence how that works.

We want to use this approach so we can make better use of the resources we have, or that we have access to, so that we can support one another to use them for the benefit of whole communities.

Connecting people and organisations within and across communities

We know that many organisations work and connect with others across the city and beyond. The way we have used funding processes in the past has not always supported these connections because our available funding has often been in single-issue grants or contracts.

We want to change this with the Bristol Impact Fund. We are also talking to other grant funders in the city so that we can all think more strategically about what we fund. We want VCS organisations to tell us how they will work together through networking and through strategic alliances (or relationships) to improve the lives of service users. We are also interested to hear from organisations that want to apply for collaborative grants, to be funded to work together to improve outcomes, to improve pathways or routes for service users and perhaps to reduce costs.

Connections and networks are important things for people as well as organisations. We want organisations to tell us how their work will help to connect people and communities so that they have better understanding and awareness of each other and can share and grow ideas.

We want everyone to be able to have the opportunity to volunteer in their community and we want organisations to tell us how they can enable people, particularly those people who need additional support to be able to volunteer meaningfully, to be part of something that matters to them.

Key challenges that the fund is addressing



We know that disadvantaged people in our city face multiple, complex and often deep-seated issues and that disadvantage impacts on individuals, geographic communities and communities of interest. We need to be clear about our priorities, recognising that we cannot expect to 'fix' disadvantage with the money available.

We want to make a real difference for people in the city who are facing disadvantage and to do this we will use our Bristol Impact Fund to support VCS organisations, working in the ways set out above, to address one or more of the five key factors of disadvantage that we have decided to focus on. These factors are:

- Reducing financial, food and fuel poverty
- Tackling unemployment and underemployment
- Improving access to information, services and opportunities in the city and increasing digital inclusion
- Enabling influence and participation in the community
- Reducing social isolation and improving wellbeing mental health and wellbeing

We have called these five factors our 'key challenges' and we show some examples of how they impact on local people and how we will focus our grant support in the section called '**Key Challenges for the Bristol Impact Fund**'.

How the funding is structured

We have earmarked significant funds for the Bristol Impact Fund for the four-year period of the Prospectus. However, we have also built in a tapered reduction in funding for some of the grants after a two year period. Our reason for this is that in the current economic climate and context of national funding restrictions for local authorities, we need to build in reductions so that we can make savings. VCS organisations, along with many others, need to be focussing on sustainable business plans, as some already do.

How the Bristol Impact Fund works

The Bristol Impact Fund is summarised visually in a one-side diagram on the next page.

For some people in Bristol



who are facing disadvantage:

Individuals Geographic communities Communities of interest

we are focusing on these Key Challenges



Reducing financial, food & fuel poverty

Tackling unemployment & underemployment

Improving access to information, services and opportunities in the city and increasing digital inclusion

Enabling influence & participation in the community

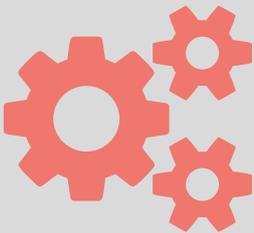
Reducing social isolation and improving mental health and wellbeing

and we ask VCS Organisations



To use their skills, experience and focus and to work sustainably

to make a difference & create change by



Giving the right help at the right time

Helping people to help themselves and each other

Building on the strengths of people and communities

Connecting people and organisations within and across communities

that will deliver these Impacts



Reduced disadvantage & inequality

Improved health & wellbeing

Increased resilience (people's ability to manage)

Signs of success or 'impact'



Our starting point for developing the Bristol Impact Fund was that it must be about making a real difference for disadvantaged people in the city.

We want to demonstrate that the Bristol Impact Fund does make a difference for people and so organisations receiving funding will be required to provide us with evidence about the effectiveness of their activities that clearly links to the following three impacts;

- reduced disadvantage and inequality.
- improved health and wellbeing.
- increased resilience.

Reduced disadvantage and inequality

The focus of the Prospectus is on addressing disadvantage and inequality. By 'disadvantaged' we mean those people and communities who lack or are denied resources, rights, goods and services, and who cannot be part of the usual connections, activities and opportunitiesⁱⁱ, available to the majority of people in Bristol.

There are sets of indicators used to describe disadvantage (also known as social exclusion) and most of these focus on relative poverty. We want to have a wider focus than just poverty and we are also interested in reducing disadvantage around 'social capital': things like social networks and connections, involvement in activities and learning.

In 2016 we know that people still face barriers to employment and to services in the city because of direct or indirect discrimination. Through the Bristol Impact Fund we want to support people to understand their rights and be treated fairly. We want to support communities of interest who work together to raise awareness of their needs and to challenge inequality.

Improved health and wellbeing

For Bristol overall, health and wellbeing has gradually improved. However, the underlying story is the differences within Bristol. Inequalities in life expectancy have not improved. The gap between the most deprived and least deprived areas is 8.9 years for men and 6.6 years for women (JSNA 2015) and the gap is increasing. Although the gap is greater for men than women, there are other factors that impact on women: women are more dependent on welfare benefits than men and more likely to live in povertyⁱⁱⁱ, more likely to be carers^{iv} and are more likely to become socially isolated in old age (because they live longer).

There are many factors which affect our ability to be healthy, known as the wider determinants of health. These include lifestyle, social & community influences, living and working conditions and general economic, cultural and environmental conditions. These are a major contributor to health inequalities. We believe that the impact and interplay of the five factors of disadvantage on people's health and wellbeing are clear: they are all wider determinants of health. Through the Bristol Impact Fund we want to improve people's health and wellbeing.

Increased resilience (people being more able to manage)

We are using the term resilience to mean the ability of individuals or communities to manage or cope with difficult times or situations and dealing with shocks and stresses. Resilient communities are ones that can use local resources and expertise to help themselves. Some people and organisations use the term 'readiness' instead of resilience.

How organisations will tell us about the impact they expect to make

The co-design group has used a model called the Theory of Change to help us to develop the Prospectus and as a framework for our application processes. Theory of Change models have been used for several years by philanthropists and now increasingly by charities and we are setting our grant processes for the Bristol Impact Fund around a series of questions based on this model.

We have chosen these questions to help VCS organisations show us how and why their proposals will have an impact on people facing disadvantage. The questions are:

- What needs to change and why?
- How will you work to make this change?
- How do you know this will create change?
- What will you look at and measure to see if change is happening?
- How will this contribute to our three Fund impacts?

We have put these questions into a diagram to show how they relate to each other (page 21) and we have called this the 'How we make an impact' model.

How we will evidence the impacts

We will have proportionate grant agreements and grant management processes – the size of the paperwork will fit the size of the grant. Details of these will be released when organisations are notified of the grant allocations. All grant-funded projects will be monitored against agreed measures.

We will ask organisations to propose three outcomes and measurable indicators as part of their application. These should differentiate between their particular target groups and equality groups they work with. Where an organisation is working with young people we will ask for a further breakdown of outcomes for care leavers, in order to understand how the grant is contributing to the council's corporate parenting role.

Organisations applying should not promise more than they can deliver.

We will co-design a set of proxy measures to evidence our three impacts: reducing disadvantage and inequality, improving health and wellbeing and increasing resilience, once grants are in place. Funded organisations should therefore expect to work with us and with others to develop and review a set of common impact measures over the life of the grant.

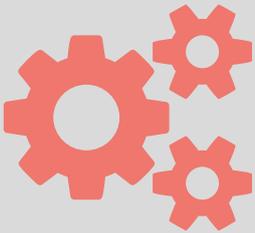
The 'How we make an impact' model

What needs to change and why?



Who does this affect?
What problem(s) are they facing?
Which key challenge(s) would this change address?

How will you work to make this change?



What will you do?
Who will you work with?
When/at what point and how many people will you work with?
How will this fit with our 'Ways of Working'?

How do you know this will create change?



What evidence do you have that this works?
Or what evidence makes you think that this will work?

What will you look at and measure to see if change is happening?



What three outcomes would you expect to see if change is successful and how would you measure them?

How do your outcomes contribute to our three impacts for people in the city?



What are the links between your outcomes and our impacts?
- Reduced disadvantage and inequality.
- Improved health and wellbeing.
- Increased resilience

Section Three

The Key Challenges that the fund will address

- Introduction
- Key Challenges Overview
- Who we mean by 'disadvantaged people'
- Challenge: Reducing financial, food and fuel poverty
- Challenge: Tackling unemployment and underemployment
- Challenge: improving access to information, services and opportunities in the city and increasing digital inclusion
- Challenge: Enabling influence and participation in the community
- Challenge: Reducing social isolation and improving mental health and wellbeing
- Evidence and data sources



Introduction



This section expresses the challenges faced by disadvantaged people in the city. We know that this disadvantage impacts on spatial or geographic communities and on communities of interest who may face multiple, complex and often deep-seated issues. We recognise that these cannot be resolved by the Bristol Impact Fund alone. However this is a 'call to action' across the city for us to work together for a more equitable city.

Under each of the 5 Key Challenge headings we show just some of the issues faced by the city's disadvantaged residents, as identified by colleagues in the VCS through their day-to-day work and through a number of local data sources. These are given scale by facts and figures taken from recent evidence bases, including the updated 2015 Joint Strategic Needs Assessment (JSNA).

These are only some examples of the things we want to change through the Bristol Impact Fund and are included to help illustrate the inequality in the city. **This is not a needs assessment.** We are aware that these illustrations of the Key Challenges only cover some of the issues faced by some of the people living in our city and they are not designed to be an exclusive guide. We know that they are not the only issues faced by people in Bristol.

Key Challenges Overview



Bristol faces a number of significant challenges. Bristol's prosperity is not shared by all its citizens and many people face multiple disadvantages. The English Indices of Deprivation 2015 demonstrates these issues:

- 16% of Bristol's residents (69,000 people) live in the most deprived areas in England. This figure includes 17,800 children and 10,500 older people.
- In Bristol as a whole, 17% of people are income deprived, 24% of children live in income deprived families, 20% of older people are income deprived and 13% of working age people are employment deprived.
- Bristol has over 40 small neighbourhoods in the most deprived 10% in England for Multiple Deprivation. Of these 26 are in the most deprived 5% in England.

The Bristol neighbourhoods which suffer from high levels of deprivation are the same now as they were in 1999 and the deprivation is persistent.

However deprivation and disadvantage are not just spatial issues concentrated in particular areas of the city. Some people such as Black and minority ethnic (BME) people, Disabled people, women, lesbian, gay and bisexual people, transgender people, young people, older people and some people of faith are more likely to face disadvantage. Within these groups there are people who face multiple disadvantage as a result of the systems (e.g. financial, social, educational, and class systems), as a result of historic, economic and geographic factors in our city and as a result of discrimination.

Who we mean by 'disadvantaged people'

By disadvantaged people we mean those people and communities who lack or are denied resources, rights, goods and services, and who cannot be part of the usual connections, activities and opportunities², available to the majority of people in Bristol. This is also known as social exclusion.

For this fund we have chosen to focus on five factors or challenges that contribute to disadvantage:

- Reducing financial, food and fuel poverty.
- Tackling unemployment and underemployment.
- Improving access to information, services and opportunities in the city and increasing digital inclusion.
- Enabling participation in the community.
- Reducing social isolation and improving mental health and wellbeing.

We recognise that this list does not cover the many other factors. We also recognise that people in our communities often face a combination of factors that limit their ability to have the quality of life they would wish for.

We are not specifying who the fund must support or how organisations must use grant funding. This is because the Bristol Impact Fund will be allocated through a grants process, meaning that local organisations apply to us, requesting a grant so they can use it in the ways they propose in their application. Organisations will be asked to tell us how their proposal addresses one or more of the Key Challenges (they do not have to address them all).

²This is based on a definition taken from: Levitas, R., Pantazis, C., Fahmy, E., Gordon, D., Lloyd, E. and Patsios, D. (2007) The Multi-Dimensional Analysis of Social Exclusion. Department of Sociology and School for Social Policy, Townsend Centre for the International Study of Poverty and Bristol Institute for Public Affairs, University of Bristol (page 11)

Challenge: Reducing financial, food and fuel poverty



The available data about poverty concentrates on children and older people. We know that over a quarter of children grow up in poverty in the city and a fifth of older people end their lives in poverty in the city. The question 'How well would you say you yourself are managing financially these days?' was asked in the 2014 Quality of Life survey. Across Bristol a small proportion (13%) said they found it quite or very difficult to get by. At ward level three in ten of residents in Filwood said they had difficulty managing their finances and the pattern across the city reflected areas of deprivation. The variation by equalities groups was greater than that by ward. Almost a quarter (23%) of Disabled people and of people from Black and Minority Ethnic groups, and half (51%) of people of Muslim faith stated they were managing their finances with difficulty. Carers were also more likely to be experiencing financial difficulties (18%). Poverty is a central determinant of life chances, and impacts on health and wellbeing in multiple ways. We cannot expect to end poverty through the work generated by the Bristol Impact Fund but we do want to support people to be able to make the most of the resources they have.

- Some people are living daily in survival mode and suffer its negative effects – they are unable to plan or therefore change circumstances.
- Lack of disposable income results in increased social isolation and decreased health and well-being - 'sitting the kids in front of the TV is free'.
- Families regularly have to choose one necessity over another, i.e. food over fuel, transport over service, a bill rather than play etc.
- Families do not know how to feed their families affordable healthy and nutritious meals and some people are not able to provide food for all family members every day of the week.
- People in rented accommodation often have higher fuel bills due to poor accommodation or key meter arrangements.

Key facts:

- More than 1 in 5 of Bristol's older people (over 60) live in income-deprived households^{vi}. Across the city this mirrors the pattern of deprivation in general. Impacts may include older people being unable to heat their home (fuel poverty) or unable to afford appropriate food (malnutrition).
- Bristol has 18,170 children under 16 (22.6%) living in low-income families, significantly more than the England average (18.6%)^{vii}. Many live in lone parent families (2/3 children in poverty in Lawrence Hill and Filwood live with lone female parents).
- It is estimated that nationally 1 in 10 people over 65 could be malnourished^{viii}. This could mean that in Bristol 6,000 older people may be at risk of malnutrition and experience increased ill health, hospital admissions, risk of infection and longer recovery times.
- 12% of households in the south west are fuel poor^{ix}.
- Data available on food poverty in 2013^x suggested that one quarter of Bristol's children are growing up in households unable to afford, or have access to, food to make up a healthy diet.
- Half of people in the city eat at least 5 portions of fruit & veg a day. This rate has been broadly consistent for a few years. However, within Bristol this ranges from 32% (Bishopsworth) to 69% (Westbury on Trym)^{xi}.
- Excess winter deaths are preventable, and led to the premature death of an estimated 165 Bristol residents (2012-13)^{xii}.

Challenge: Tackling unemployment and underemployment



If you map Bristol neighbourhoods experiencing persistent concentrations of worklessness it is clear that there is significant correlation between these neighbourhoods and similar maps of low skills and poor health. Although it can be challenging to draw causal links in either direction we do know that certain groups are more likely to experience unemployment or underemployment than others. Through the Bristol Impact Fund we want to start to tackle some of the complex issues that lead to unemployment and underemployment.

- The unpredictable income and working hours of zero-hour contracts create poverty and isolation
- Some people face language and cultural barriers.
- People live in permanent fear of welfare sanctions and changes and this results in people feeling less able to secure unpaid work-related experience
- Volunteering is increasingly important for people to gain skills and confidence but some people need support to volunteer.
- Some young people continue to leave school with few qualifications, no experience, low aspirations and no access to the networks that would enable them to find work.
- The increase in women aged between 50 and 64 claiming JSA is five times that of men. And double that for all women.

Key facts:

- Bristol's labour market was hit harder by recession than nationally and recovery has been slower. The unemployment rate in Bristol (8%, 2014)^{xiii} is higher than the national average (6.4%).
- Long-term unemployment in Bristol is significantly worse than the national average, at 10.6 per 1,000 populations (2013)^{xiv}.
- There are 6.3% of 16-18 year olds in Bristol (2014) who are recorded as being 'not in education, employment or training'^{xv}.
- 50% of young care leavers are not in education, employment or training^{xvi}.
- The number of unemployed Bristol residents that have been very long term JSA claimants is over 4 times as high now as pre-recession rates (in 2008)^{xvii}.
- The pay gap in Bristol is wider than the national average. Women working fulltime are paid on average £11.13 per hour and men £12.93^{xviii}.
- Economic inactivity for White British people is 35% (unemployment rate 4%). Some BME groups have over double this rate of unemployment. For Chinese people the rate of economic inactivity is highest at 56%; for some BME women economic inactivity is well over 50%^{xix}.



Challenge: increasing access to information, services and opportunities in the city and increasing digital inclusion.

Bristol can be a vibrant city to live in. It is a city that is building a reputation of activism and creativity. It has a rich and diverse cultural landscape of theatre, live art, festivals, museums, sport events and facilities. However participation levels in Bristol's services and opportunities vary widely across communities.

People can be excluded from services and opportunities in many ways and for many reasons. For example impairment-related exclusion affects Disabled people who are unable to use services because of issues such as poor physical access, no provision of hearing loops or BSL interpreters or because of lack of thought and planning about accessible information and support. Digital exclusion is a growing problem for some people as more and more services and interactions are online. The people who are most likely to be digitally excluded are the people who are most likely to face disadvantage and this compounds their problems.

Through the Bristol Impact Fund we want to improve disadvantaged people's access to information, services and opportunities so that they can understand their rights, stand against discrimination and inequality, and know what is available to them. We want disadvantaged communities to have access to local community hubs that will work with others to make a difference and we want to enable people to get around the city so they can benefit from all it offers.

- Some people are unable to afford activities outside their immediate neighbourhood (much of the city's cultural offer is city-centre based and therefore not accessible).
- Some people's circumstances prevent them in engaging in fun or social activities.
- Some services are not seen as accessible by some groups because of perceived cultural barriers.
- Discrimination advice figures in the city show that there are more people coming forward as a result of discrimination at work on the basis of their race and impairment than for any other reason.
- More and more services are being pushed to online access only and some people do not have access to the internet or the skills to access digital services (such as online shopping and banking).
- Some people lack the confidence and self-esteem needed to enable them to interact and participate in opportunities.
- Some people do not know what services are available, what help is out there or what support they are entitled to.

Key facts:

- Transport issues are commonly cited as a barrier for people to engage with the wider community in Bristol^{xx}. It is a particularly significant issue for older people and disabled people but has also been noted as an issue among young people and women.
- Research shows that people who live in neighbourhoods where they can walk to local services tend to have better social networks and have more social contacts than those who live in areas dependent on high car usage^{xxi}. Those in walkable neighbourhoods are more likely to know their neighbours, participate politically, trust others and be socially engaged.
- Many people and communities who already experience economic, social and health inequalities also face digital exclusion. There are digital divides between the young and old, and even across gender. Even with Bristol's very high rates of internet usage there are still 31,000 adults who have not used the internet at all in the last 3 months (or longer), although this figure is reducing rapidly^{xxii}.
- The Make Sundays Special evaluation in 2014 showed that very few people attended the events from the city's most deprived wards and that only 3% of survey respondents were BME^{xxiii}.
- Black people in Bristol are 4½ times more likely to be stopped under stop and search powers than white people^{xxiv}.
- There is a lack of understanding, on behalf of the general public, of the barriers a person with a learning difficulty faces when travelling alone on public transport^{xxv}. 'Some people can be impatient and rude' (Brandon Trust 100 Voices Conference)
- Local discrimination casework figures show that there are more complaints of discrimination on the grounds of Disability (37% of all cases) and race (23% of all cases) than any other grounds and the majority of these complaints are about employment^{xxvi}.

Challenge: Enabling influence and participation in the community



National research that included a study in South Bristol showed that feeling part of something matters – and so does having a voice^{xxvii}. People need to have someone locally that they can go to for advice and information. It concluded that everything is linked – neighbourhood satisfaction, health satisfaction, and social support. There seems to be a link between people's satisfaction with their neighbourhood and their satisfaction with other areas of their lives, such as their health. Through the Bristol Impact Fund we want to support holistic approaches to wellbeing, community engagement and social life.

We want people to use their voices to influence the things that matter to them in their community, at neighbourhood level, city level through participation and representation and we are interested to hear from equalities-led organisations that can work to support this. As part of our Public Sector Equality Duty we need to engage with people from equalities communities (people with Protected Characteristics as defined by the Equality Act 2010) and we will use a tender process (not through this Prospectus) to specify and purchase a service to enable us to fulfil this duty.

- Areas of low engagement offer fewer and fewer options for engagement and this then further depresses the opportunities for all.
- A lack of natural support networks and positive social contact means that people have no support to fall back on if they need it.
- Engagement opportunities are often targeted at those already equipped with the skills, confidence, mobility or experience to actively engage in their communities.
- Communities are becoming more segregated by race and ethnicity as they become settled.
- Recent migrant communities can also experience low engagement, both individually and collectively, due to language difficulties or lack of social support networks, or even just due to lack of knowledge about what support is available.
- The public realm of Bristol's streets, squares, parks and open spaces are important settings for social interaction and provide links between home, work, commerce and leisure.

Key facts:

- In 2015, only 25% of Bristol residents felt influential in their neighbourhood^{xxviii}.
- More people are getting involved in voluntary work for a charity or community organisation (29% in 2014)^{xxix}.
- The percentage of people who felt that they belonged to their neighbourhood increased in 2015 to 62%^{xxx}.
- In the 2016 Mayoral and councillor elections ward voter turnout ranged from 61% in Henleaze to only 27% in Hartcliffe^{xxxi}.
- Following the 2016 elections 43% of Bristol councillors are female compared to the national average of 35% but only 9% of all elected councillors are BME.
- Only 2 of the 13 Mayoral candidates in 2016 were women.

Challenge: Reducing social isolation and improving mental health and wellbeing



Social isolation is a growing issue which impacts on people's health & wellbeing. It can have physically and emotionally damaging effects resulting in depression, poor nutrition, decreased immunity, anxiety, fatigue, and social stigma. It is estimated that there could be 20,000 people (18-64) experiencing social isolation in the city and 11,400 people over 65. (Social Isolation in Bristol, 2013 Initial Report).

Wellbeing is a term used to describe a broad combination of things such as feeling content, safe, valued, well, confident and happy. Nationally, reported individual wellbeing has improved every year for the past 5 years according to Office for National Statistics. However inequalities in wellbeing are growing^{xxxiii}.

We know that hate crime is still commonly experienced by BME people, Disabled people, lesbians, gay men and transgender people and can lead to be people being socially excluded and isolated.

We want to develop or build on existing local social networks within individual communities. Bristol Ageing Better is working with partners to address social isolation amongst older people and through the Bristol Impact Fund we want to support other groups at risk of and affected by isolation. We want to fund activities that improve mental health and wellbeing for disadvantaged people.

- Social isolation does not discriminate - there are people living in every neighbourhood and from every walk of life that experience regular isolation.
- Disabled people, people with a limiting health condition and older people are particularly vulnerable to social isolation.
- People with learning difficulties are disproportionately affected by social isolation. For example young adults with an autism spectrum condition are more likely to never see friends, never get called by friends, never be invited to activities and be socially isolated.
- LGBT+ young people often feel isolation and emotional distress following rejection by family or friends.

Key facts:

- In 2013/14 in Bristol, 750 crime incidents recorded by police contained at least one hate crime marker. This is a 13 per cent increase on the previous year^{xxxiv}.
- Research has noted that some 31% of adults with learning difficulties had no contact with friends, compared to only 3% of adults without learning difficulties^{xxxv}.
- Experiencing racism has shown to triple the likelihood of developing depression and psychosis, experiencing racism from an employer increases risk of depression by 60%^{xxxvi}.
- Gypsy, Roma and travellers have poorer life outcomes than any other group across a range of social indicators^{xxxvii}.
- Over the last decade, the population of Bristol has become increasingly diverse and some local communities have changed significantly. The proportion of the population who are Black and minority ethnic (BME) has increased from 12% to 22% of the total population. There are now at least 45 religions, at least 50 countries of birth represented and at least 91 main languages spoken by people living in Bristol^{xxxviii}.
- Data from the census of 2011 revealed that there are around 40,000 Bristol residents providing unpaid care for others, the majority of these are women (over 23,000). When caregiving becomes a full-time activity, the relative or partner's opportunities for social contact also become severely restricted (over 53% do not have as much social contact as they would like^{xxxix}).
- It is estimated that there are some 26,060 Bristol residents who identify as lesbian, gay, bisexual, or transgender (LGBT+) - approximately 6% of the total population of the city and of course many more who are questioning their sexual orientation or gender identity. Evidence indicates that LGBT+ young people often feel isolation and emotional distress as a result of homophobia^{xl}, biphobia or transphobia
- Of respondents to the 2015 Quality of Life Survey, fear of crime is greater for Disabled respondents (25%) and BME people (20%) with Muslim people being the most affected (33%)^{xli}. Fear of crime is also higher for people living within deprived neighbourhoods.

Evidence and data sources



We have clear evidence of who is disadvantaged in our city and where they are, most recently the Joint Strategic Needs Assessment (JSNA) which was updated in 2015 and which pulls together evidence to give a picture of need and inequality across the city.

We will expect VCS organisations to tell us in their grant applications what needs to change for the disadvantaged communities they work with and why and to tell us what evidence their proposals are based on.

Source Documents used for our Key Challenge illustrations:

All our data sources used in our examples are referenced at the end of this document. We have listed three key source documents below to help VCS organisations find local data.

Bristol City Council (2015) Joint Strategic Needs Assessment available from www.bristol.gov.uk/policies-plans-strategies/joint-strategic-needs-assessment-jsna

Mills, J. (October 2015) Deprivation in Bristol 2015, Briefing Note (Bristol City Council) available from www.bristol.gov.uk/documents/20182/32951/Deprivation+in+Bristol+2015

Bristol City Council (2016) Quality of Life In Bristol 2015-16 – Results of 2015 Survey available from www.bristol.gov.uk/qualityoflife



Section Four

Applying for Bristol Impact Fund grants

- Bristol Impact Fund grants
 - How much is available
- What organisations are eligible to apply
- Applications for a Bristol Impact Fund grant
- How to apply for a small grant
- How to apply for a Medium or Large grant
- State Aid
- Collaborative (joint) applications for grants
- The council's Baseline Standards
- Support available for organisations applying for grants
- How we will make funding recommendations
- Allocations Table



Name of grant	Amount per year	Grant Term	Tapers applied	Application Process
Small Grant	From £2,500 to £10,000	2 years	None	3-Step process
Medium Grant	£10,001 to £49,999	4 years	Yes in years 3 and 4	E-Portal application form
Large Grant	£50,000 to £150,000*	4 years	Yes in years 3 and 4	E-Portal application form
Collaborative Grant	We are open and interested to receive collaborative applications of any size (small, medium or large) from organisations where the collaboration will results in improved impact(s) for local people.			

*Community Transport organisations and Hate Crime support providers can apply for over £150,000 per year if they apply collaboratively.

We have a guide cap (or maximum) of £150,000 for large grants because we want to use the money available to support a wide range of organisations and we do not want the council's Bristol Impact Fund to be dominated by large grant awards. It is possible for an organisation to be part of more than one application or proposal. If this is the case we will calculate the total awards to that organisation when making our allocation recommendations so that we do not unknowingly exceed our guide cap.

Small Grant Terms

We are offering two-year Small grants so that we are able to respond to and support changing need. Small grants will not be subject to a taper. If organisations wish to apply for a grant of under £2,500 other funds, for example Wellbeing Grants or Quartet funds are available locally.

Medium and Large Grant terms

We are offering four-year Medium and Large grants.

Organisations will be asked to tell us how they plan to reduce the grant in years 3 and 4. This gives organisations a two-year 'platform' during which they can work to secure other income or introduce ways of working to reduce costs. This is a challenge to grant funded organisations to think about their future sustainability and put in place plans for the tapered reduction of the council's grant.

As a guide, organisations should propose budgets and plans based on reductions of a minimum of 10% of the annual grant amount in year 3 and a further 5% in year 4. We are calling these reductions 'tapers' because they are a gradual reduction over years 3 and 4. The tapers will be agreed at the start of the grant term and the council will see if there are ways to help VCS organisations make efficiency savings through sharing centralised services, such as HR, finance and IT.

This means that in years 3 and 4 we will be able to make necessary savings or strategically re-invest 'released' funds to invest in new and emerging needs.

We will make one-off funding available in order to support organisations to develop new ways of working so that they can work together, share learning, improve their effectiveness and/or become more sustainable to prepare for the tapered grants in years 3 and 4.

How much is available

We expect that the total available for the Bristol Impact Fund will be £3.4m in 2017/18.

All of the £3.4m Bristol Impact Fund will be focussed on our impacts of reducing disadvantage and inequality, improving health and wellbeing and increasing resilience through addressing one or more of our key challenges.

This £3.4m fund includes:

- £0.6m from Public Health England and we will need to ensure that funded activities clearly show how they address the key challenge(s) as wider determinants of health in order to meet Public Health requirements (and contribute to our health and wellbeing impact).
- £0.9m with a focus on reducing disadvantage, improving health and wellbeing and increasing resilience across one or more of the key challenges for people for whom a lack of accessible and affordable transport is a significant barrier.

What organisations are eligible to apply

For this VCS Grants Prospectus, by voluntary and community sector we mean non-governmental, community-based organisations which are value-driven (their values arise from the community) and which reinvest their surpluses to further social, environmental or cultural objectives for the community. The sector includes voluntary and community organisations, charities and not-for-profit companies. They range from small volunteer/single worker organisations and local community groups to large established organisations.

To be eligible to apply for grants from the Bristol Impact Fund organisations must already be based in or delivering services in Bristol and:

- be non-governmental
- be constituted
- have a set of objectives that allows them to undertake the activities they are proposing
- be value driven, for the social good
- be non-party political
- have at least three trustees or directors (who are not related to each other and are not paid shareholders)
- reinvest any financial surpluses to further social, environmental and/or cultural objectives that bring a significant community benefit to Bristol
- not distribute any of their surpluses or assets through share dividends to individuals or shareholders
- have a bank account in the organisation's name

We will prioritise local organisations (organisations which are registered in Bristol and have at least three trustees or directors who are Bristol residents) but we will consider applications from non-local organisations which meet all the criteria above and which bring specialist expertise to the city.

For the purposes of the Bristol Impact Fund, organisations should have one or more of the following structures or forms:

- a registered charity
- a Community Interest Company limited by guarantee
- a Community Interest Company limited by share (Schedule 2 with 100% asset lock only)
- a company limited by guarantee
- a community benefit company registered as an Industrial and Provident Society
- a Charitable Incorporated Organisation
- We will accept applications from unincorporated organisations. However any organisation that is awarded a Bristol Impact Fund grant and is not incorporated will be strongly encouraged and supported to become incorporated in order to protect the trustees/directors.

Applications for a Bristol Impact Fund grant

When designing this new approach to grant funding we also wanted to make the grants application processes more accessible and simpler for people to use. We wanted to design proportionate processes that enable people to tell us about their communities, their work and their ideas for making a difference to people's lives.

Individual organisations can only submit one sole grant application to the Bristol Impact Fund. However organisations can be part of more than one collaborative application. We will not unknowingly allocate grants of more than £150,000 per year to a single organisation.

How to apply for a Small grant

We have heard from small and equalities-led groups, particularly from black-led groups, about the problems and barriers they face in existing grant application processes and we have worked to find something that will serve them better. We are going to do this differently so that organisations can tell us their story as clearly and easily as possible. We have designed a three-step process for Small Grants (from £2,500 to £10,000 per year):

Step 1 - Applicants fill in a short expression of interest form giving basic contact details, and confirming that they meet our basic eligibility criteria. This will be very simple 1 side of A4.

Step 2 - Applicants will attend a 15 minute session to share their idea or proposal with a small, diverse panel. They can decide how to share their idea using a verbal or visual presentation, maybe a film, a round-table discussion or whatever suits them best.

Step 3 - Applicants selected to go through to Step 3 may receive support from Voscur to complete a short application form confirming their proposals and an outline budget for the two years.

Assessment outline	Criteria
Step 1	
Simple Expression of Interest Form	Is the applicant organisation eligible to apply for grant Yes or No
Step 2	
Discussion Session (based on the questions in our Impact Model)	<p>Will the proposal address at least one of our key challenges?</p> <p>Will the organisation be able to adopt our 'Ways of Working'?</p> <p>Is there evidence that the proposal will work?</p> <p>Will the proposal positively contribute to our three impacts for people facing disadvantage?</p>
Step 3	
Application Form	<p>Does the proposal appear to offer value for money? (degree of benefit, number of people who will benefit, cost of proposal)</p> <p>How well does the proposal complement existing provision and policy direction?</p>

How to apply for a Medium or Large grant

The application processes for the Medium and Large Bristol Impact Funds will be through the council's e-procurement system (ProContract). VCS organisations will need to make sure their registration on the system is up to date before the grant process starts.

Applicants must complete two parts of the online application:

Part 1 - About the organisation

This asks for information about the organisation's status, eligibility for grant funding, governance and about the organisation's finances and financial management.

Part 2 - About the proposal

This asks about the applicant's ideas/proposals and how they align with our priorities, address our key challenges and contribute to our impacts.

We will provide guidance notes for each of the questions. These will include an eligibility checklist so that organisations can quickly see if they are eligible to apply for a grant and information about where they can get more information or support. They will also include advice about evidence and data sources so that VCS organisations can use these to prepare their proposals.

Assessment of applications:

Part 1

(About the organisation) will be assessed by council officers to see if the organisation applying for grant is eligible and to consider the risk of grant funding the organisation.

Part 2

(About the proposal) will be appraised by technical panels (council officers) to test if the organisation's proposal is fundable (it addresses at least one of our key challenges, it shows commitment to our Ways of Working, it contributes to our three impacts, it appears to offer value for money) and to advise about how the proposal fits with existing provision and policy.

Assessment outline	Criteria
Part 1 of the application form:	
Pass/Fail assessment undertaken by grants team	Is(are) the applicant organisation(s) eligible for grant and have they indicated that they meet our baseline standards?
Part 1 of the application form:	
High/Medium/Low risk assessment by finance officer	Are there risks in grant funding the organisation(s) and if so, are we prepared to take them?
Part 2 of the application form:	
Technical Appraisal panel Based on our Impact Model	<p>Will the proposal address at least one of our key challenges?</p> <p>Will the organisation(s) adopt our Ways of Working?</p> <p>Is there evidence that the proposal will work?</p> <p>Will the proposal positively contribute to our three impacts for people facing disadvantage? (Meeting need as outlined by JSNA 2015).</p> <p>Does the proposal offer value for money? (degree of benefit, number of people who will benefit, cost of proposal)</p> <p>How well does the proposal complement existing provision and policy direction?</p>

State Aid

Whenever the Council gives a grant or concession (money or assets) to an organisation, it needs to be considered whether this may be state aid. State aid is illegal unless it falls under one of the exemptions available.

There is no general exemption from the rules for VCS organisations. However there are a number of exemptions available for projects that benefit the public. There is also an exemption where the total amount of aid given by any public body to an organisation is less than €200,000 (around £154,000) over any rolling 3 year period.

Both the council and funded organisations have responsibility to ensure that they comply with State Aid rules. This will mean that the total amount of grant, the purpose of the grant and the likelihood of a challenge will need to be considered. For this reason our grant threshold for 'Large' grants is set at £50,000 per year, above which the council will risk assess State Aid compliance as part of the assessment process.

Collaborative (joint) applications for grants

We are open to and interested in organisations applying for a grant together. By this we are not talking about mergers or sub-contracting, but organisations setting out how they will work together in order to provide better outcomes for disadvantaged people and applying for grants together instead of singly. We call this a collaborative application.

Organisations might consider applying for grant collaboratively if this will add value to what they do. A collaborative application should be focused on improving the impact for beneficiaries. It might be about bringing together activities that do similar things with similar beneficiaries, or about sharing learning or sharing other functions.

Collaborative applications can be of any size, for small, medium or large grants and will mirror these processes. If the collaboration can show that it will deliver exceptional impacts for disadvantaged people then it may apply for more than £150,000 per year.

We appreciate that setting up collaborative structures and working collaboratively can be costly, and also that there are some risks for smaller specialist organisations being used by larger groups to increase their appeal to funders but then not including them in final allocations.

To help with this we have:

- Drawn up a template Memorandum of Understanding for collaborative applicants to use to help make sure they are all aware of their part in the application form.
- Developed guidance with Voscur about collaborative grants.
- Set aside a small fund to support organisations to work collaboratively and to develop new ways of working.

We will welcome collaborative proposals from joint or partnership coalitions and from lead partner consortiums. Each 'member' of a collaborative application will have to provide information about their eligibility, governance and financial management.

The council's Baseline Standards

The purpose of the council's Baseline Standards is to ensure that all grant funded organisations are well managed and provide good quality services. It is important that Baseline Standards are seen as central to a healthy and sustainable organisation.

Organisations will need to be able to demonstrate that the policies and procedures required are an 'active' part of the governance and running of the organisation and are reviewed regularly.

These Baseline Standards cover governance, financial management, equalities, employment, insurance, service-user participation, complaints, information sharing, health, safety and wellbeing, safeguarding, monitoring & evaluation, environmental management and sustainability.

We may award funding to organisations without all baseline standards being met. However, we will do this on the basis of agreed targets for the organisation to develop these areas of practice.

In addition to meeting (or committing to meet) Baseline Standards, organisations will also have to commit to making sure that grant-funded activities are delivered from accessible premises or venues and to supporting the council's environmental sustainability aims.

Support available for organisations applying for grants

Following the feedback we have received from the prospectus consultation, we have co-designed the outline grants process with colleagues from the VCS and the detail of the process with colleagues from Voscur. Application guidance notes will be available and Voscur are planning 'Prospectus-Ready' events, information and training as well as tools and resources to support organisations to apply for grants.

Contact details for Voscur are given in Section 6.

How we will make funding recommendations

The Bristol Impact Fund is about making real and positive change for people facing disadvantage in the city. To do this we must think about how we allocate grants across the city in three ways:

- Key Challenges
- Beneficiary groups including communities of interest
- Geographic spread

We will use impact assessments relating to all three factors to help us test and find this balance as outlined in the Allocations table below.

All applications that have been appraised as 'fundable' will be considered for allocations. From this point the appraisal scores become irrelevant. The Allocations Panel will consider all the fundable applications, aiming to select a mix of proposals to give a spread and balance of provision across the city, in order to achieve the best possible impacts for people facing disadvantage. It is our intention that the Allocations Panel will include city council officers and specialist advisors from outside the council.

Allocations Table

	Purpose of consideration	Specific considerations
Key Challenges	To ensure that we have a reasonable spread of proposals across the 5 key challenges that: (i) avoids duplication; (ii) avoids 'silos'; (iii) link across to enhance each other; (iv) recognises that some people have multiple challenges in line with need as outlined in the JSNA 2015.	We will be aligning funds with our council priorities, challenges and impacts to ensure that any external requirements for funds are met.
Beneficiary groups	To ensure that there is a reasonable spread of proposals to enable people facing disadvantage from across all communities to benefit from funded activities. We will be looking for organisations that reflect the diversity of the communities they serve.	We must ensure that our focus is on the people most at risk of significant and multiple disadvantage (because of the ways systems work, because of historic factors in the city and because of discrimination).
Geographic spread	To ensure that we have a reasonable spread of proposals across the city in line with need (as defined by the JSNA 2015).	We must ensure that people living in the most disadvantaged areas and neighbourhoods and that those who face problems with getting around the city are able to benefit.

Section Five

Other Bristol City Council grants and support to the VCS

- Introduction
- Other VCS Grants Prospectus funds:
- Other Grants available from the council:
- Using grant funding in commissioning process
- Leasing or renting council assets



Since we consulted local organisations and people about the proposals for the Prospectus we have made the decision that a number of grant streams can no longer be used as grants. This is because recent changes in legislation mean that the types of services funded have become statutory (the council now has a duty to provide them) and the council is not legally allowed to use grants for statutory services. We will therefore need to go through contract procurement processes for these types of services in the future.

Other grants have not been brought into the pooled fund for this first VCS Grants Prospectus for various reasons:

- Some grants are integral to commissioned services (e.g. Domestic Abuse and Sexual Violence Support Services were commissioned and funded through a mix of contracts and grants).
- Political decisions have been made to keep Arts grants (Key Arts Provider and Arts small grants) separate from the VCS Grants Prospectus.
- Some grants are subject to other processes (e.g. Wellbeing Grants, which are devolved to Neighbourhood Partnerships) or timescales.

This section contains information about the other grants available. It also includes information about business rates relief and about support available through asset transfer, leases and rents.

Some of the grant funding we use comes from external sources (such as Public Health England) and changes to these funds are outside of our control.

Other VCS Grants Prospectus funds:

There are 2 key grant funds which are not being allocated through the Bristol Impact Fund at this time but are aligned to the objectives of the VCS Grants Prospectus.

Grant Stream	Community Advice Services
Total annual amount available	£753,000
Duration/term of grant	1st April 2011 to October 31st 2016 (seeking an additional extension from Cabinet to October 31st 2017)
Purpose of grant	Provision of a community based advice network providing generalist and specialist services across the city.
Eligibility requirements for organisations	Bristol based VCS organisations (charitable or not for profit) who were in possession of the Legal Services Commission Quality Mark who comply with BCC Baseline Standards.
Date of next application round	We need to understand better how advice services could work across various groups and agendas and we will therefore be mapping advice need and commissioning against this in 2016/17. We expect to continue to use grants in this process.
Contact email and website address for further information	investmentandgrants@bristol.gov.uk

Grant Stream	VCS Infrastructure Support
Total annual amount available	£454,000
Duration/term of grant	The grant process for VCS Infrastructure Support was run in 2015/16 so that support around the Bristol Impact Fund is in place for local VCS organisations. We have awarded Voscur grant funding from 2016 until 2020.
Purpose of grant	<p>The two parts of this are:</p> <ol style="list-style-type: none"> 1. The Support Hub helps Bristol-based voluntary and community sector (VCS) groups and organisations improve their performance, capacity, sustainability and quality. 2. The Voice and Influence service represents VCS groups and organisations in Bristol to help influence decisions on policy and development in the city.
Eligibility requirements for organisations	Charitable or not for profit organisations with a track record of VCS infrastructure support.
Date of next application round	The grant is in place until 2020. We will review the grant in 2019/20.
Contact email and website address for further information	investmentandgrants@bristol.gov.uk

Other Grants available from the council:

The funds below are not yet specifically aligned with the objectives of the VCS Grants Prospectus at present but this will be reviewed during the life of the prospectus and at decision making points for the various grant and commissioning processes listed.

Grant Stream	Arts Seed Fund
Total annual amount available	£175,000
Duration/term of grant	1 year
Purpose of grant	<p>To support newly emerging artists and groups.</p> <p>The Creative Seed Fund supports Bristol based creative projects</p> <ol style="list-style-type: none"> 1. Artists/Arts Organisation Development Strand <p>To develop accessible work or ways of working which encourage greater participation in the arts.</p> <p>To encourage collaboration between Bristol based creative practitioners, communities and organisations.</p> <ol style="list-style-type: none"> 2. Community Arts Strand <p>To support projects within communities which enhance local image and identity through arts and culture.</p> <p>To strengthen relationships between communities organisations and creative practitioners</p>
Eligibility requirements for organisations	Priority is given to projects delivered by Bristol based organisations with a track record of delivering successful projects which leave a legacy for Bristol residents.
Date of next application round	November 2016
Contact email and website address for further information	<p>lerato.dunn@bristol.gov.uk</p> <p>www.bristol.gov.uk/museums-parks-sports-culture/arts-and-culture-funding</p>

Grant Stream	Community festivals and Events Fund
Total annual amount available	£2,000 per festival/ event, £25,000 overall
Duration/term of grant	1 year
Purpose of grant	<p>The Festival and Event fund supports Bristol based events and festivals.</p> <p>The applications must adhere to the following to be considered.</p> <ol style="list-style-type: none"> 1. Support community celebration through festivals and events that engage communities, and are accessible and attractive to diverse, new or broad ranges of audiences. 2. Take place in areas of Bristol with little or no similar events/ cultural activity, or in areas with a high indices of deprivation (priority is given to events that don't charge entry)
Eligibility requirements for organisations	<p>Applicants must:</p> <ul style="list-style-type: none"> Be a constituted organisation/company that has a formal management structure Have secured partnership funding or in-kind support of 25% of project budget, this cannot be all staff or volunteer time.
Date of next application round	Autumn 2016 for projects happening between April 2017 and March 2018.
Contact email and website address for further information	<p>esther.mars@bristol.gov.uk</p> <p>www.bristol.gov.uk/museums-parks-sports-culture/arts-and-culture-funding</p>

Grant Stream	Discretionary Business Rates Relief (DRR)
Total annual amount available	The council's total available budget for DRR allocation is £306,000 per year and allocations are match funded by central government, meaning that if the council decides to allocate 100% DRR to an organisation, 50% of this will come from the council's DRR budget and 50% will be match-funded by central government.
Duration/term of grant	2 years
Purpose of grant	<p>The council introduced a Discretionary Business Rates Relief policy in April 2014 and updated this for April 2016. It sets priorities for the allocation of DRR in Bristol to ensure that it supports the council's focus on "local voluntary and community sector (VCS) organisations which promote or improve the economic and social well-being of deprived and disadvantaged communities in Bristol". It also aims to support organisations in their infancy in order to contribute to the cultural, social and economic regeneration of Bristol. The council has the discretion to award organisations up to 100% relief.</p> <p>This includes the discretion to award 20% DRR where an organisation already receives 80% mandatory business rate relief because it is a registered charity.</p>
Eligibility requirements for organisations	Section 47 of the Local Government Finance Act 1988 gives Bristol City Council the option to apply discretionary business rates relief (DRR) to charities and not-for-profit organisations.
Date of next application round	Applications can be made at any time in the financial year.
Contact email and website address for further information	www.bristol.gov.uk/business-rates/discounts-for-charities-or-local-non-profit-organisations

Grant Stream	Domestic & Sexual Violence Support Services
Total annual amount available	£377,000 (pooled budget)
Duration/term of grant	Domestic and Sexual Violence support services are funded through a pooled budget. A number of grants were awarded in this area in 2015 and fund services to run to 2018, with potential to extend for a further year.
Purpose of grant	The grant funded services sit alongside other commissioned contract services and form an essential element of the whole domestic and sexual violence provision in Bristol.
Eligibility requirements for organisations	Not available at this time
Date of next application round	Existing grants will run until 2018 with potential to extend them for a further year. These grants will be reviewed alongside contracts as part of future commissioning.
Contact email and website address for further information	Contact details for Domestic and Sexual Violence Support Services commissioning are julie.howarth@bristol.gov.uk or visit www.bava.org.uk

Grant Stream	Key Arts Provider
Total annual amount available	£900,000
Duration/term of grant	3 years
Purpose of grant	<p>Nurture and strengthen a dynamic portfolio of Keys Arts Providers spread throughout the city that contribute to the artistic, cultural and economic aspirations of Bristol and stimulate the distinctive identity and well-being of its communities.</p> <p>Raise quality and achievements in the arts within their specialist areas of production and performance allowing the city's reputation as an outward facing cultural hub and destination regionally and nationally to flourish.</p> <p>Contribute to the development of the year-long festivals and events programme which altogether helps to make Bristol an inspiring place in Europe to visit and live.</p>
Eligibility requirements for organisations	<p>Based in Bristol</p> <p>Work and deliver work within the arts sector</p> <p>Have bank / building society a/c in the name of the organisation</p> <p>Not for profit</p>
Date of next application round	January 2017
Contact email and website address for further information	<p>jane.porter@bristol.gov.uk</p> <p>www.bristol.gov.uk/museums-parks-sports-culture/arts-and-culture-funding</p>

Grant Stream	Community Safety Grant
Total annual amount available	£222,252 in 2015/16
Duration/term of grant	1 year
Purpose of grant	The Avon & Somerset Police & Crime Commissioner awards annual through local Community Safety Partnerships. In Bristol this is administered through the City Council to fund community safety and crime reduction projects.
Eligibility requirements for organisations	It is not yet clear whether community safety grant will be available from 2017 onwards and if so at what level or by what process it will be awarded.
Date of next application round	It is not yet clear whether community safety grant will be available from 2017 onwards and if so at what level or by what process it will be awarded.
Contact email and website address for further information	www.avonandsomerset-pcc.gov.uk/partnerships/commissioning-and-grants.aspx

Grant Stream	Wellbeing small grants
Total annual amount available	£332,500 (total across all Neighbourhood Partnerships in 2016/17). The amount varies dependent on the Neighbourhood Partnership.
Duration/term of grant	12 months from letter of acceptance, however if the project needs longer to deliver they have to ask the Neighbourhood Partnership.
Purpose of grant	To fund projects that address priorities that are set out in the Neighbourhood Partnership plans. Each Neighbourhood Partnership has its own priorities.
Eligibility requirements for organisations	Organisations must have a constitution and a bank account, also insurance if needed for the project, and safeguarding if working with children.
Date of next application round	Varies depending on the Neighbourhood Partnership.
Contact email and website address for further information	neighbourhood.partnerships@bristol.gov.uk

Using grant funding in commissioning processes

We also encourage commissioners to consider grants as an option alongside contracts (using the council's own funding decision tool) when beginning all future commissioning projects, even if these are not within the initial scope of the Prospectus. All future grants will use the Prospectus standardised approach and values.

Leasing or renting council assets

We lease more than 150 properties to voluntary and community organisations, often at reduced or minimal rents, or preferential terms. These arrangements range from short-term licences to long leases and this process is known as 'Community Asset Transfer' (CAT).

Local people are often best placed to manage community facilities in their area. They already make extensive use of these assets and their local knowledge and hands-on management often results in lower overheads and better value-for-money. Community organisations also use volunteers and take great pride in their local area.

Managing these facilities helps to empower local communities and can bring opportunities for greater independence and financial sustainability. When done well, CAT can create lasting change in local neighbourhoods.

We are fully committed to using our assets to form long-term partnerships with suitable third sector organisations, in order to create stronger, more cohesive and more sustainable communities.

We have adopted a Community Asset Transfer Policy, which sets out the criteria for organisations wishing to apply for CAT. The policy also contains details of the various stages of the application and decision making process, together with anticipated time scales. Information about the policy is available from:

[www.bristol.gov.uk/people-communities/
community-asset-transfer](http://www.bristol.gov.uk/people-communities/community-asset-transfer)



Section Six

Contact details

- Contacts within the council
- Contact information for Voscur
- Contacts for local organisations offering support to the VCS
- Contacts for organisations offering local grant funding opportunities

Contact information for teams within the council:

VCS Grants Team

Email: investmentandgrants@bristol.gov.uk

Tel: 0117 903 6439

Community Buildings Team

Email: community.buildings@bristol.gov.uk

Tel: 0117 903 6440 or 0117 352 1808

Discretionary Business Rates Relief Team

www.bristol.gov.uk/rates

Email: business.rates@bristol.gov.uk

Tel: 0117 922 3300

Contact information for Voscur, the organisation grant-funded by Bristol City Council to support the local voluntary and community sector:

www.voscur.org/home

Email: info@voscur.org

Tel: 0117 909 9949

Contact information for other organisations offering support to VCS organisations:

Ethical Property Foundation

www.ethicalproperty.org.uk

Email: mail@ethicalproperty.org.uk

Tel: 020 7065 0760

Social Enterprise Works

www.socialenterpriseworks.org

Email: info@socialenterpriseworks.org

Tel: 0117 230 6210

Contacts for organisations offering local grant funding opportunities:

Quartet Community Foundation

www.quartetcf.org.uk

Email: info@quartetcf.org.uk

Tel: 0117 989 7700

Police Community Trust

www.avonandsomerset.police.uk/services/police-community-trust/

Email: [policecommunitytrust@](mailto:policecommunitytrust@avonandsomerset.pnn.police.uk)

avonandsomerset.pnn.police.uk

Section Seven

Definitions and references

Here we explain some of the terms we have used in the context of this prospectus document.

Co-design

We have been very fortunate to have drawn together a group of people managing VCS organisations locally who have agreed to work with us, using co-design principles, to produce a new approach to meet the needs of the city as the VCS sector understands it, as well as from the council's perspective. Our co-design principles were established with support from academics from Bristol University and gave us a framework for working towards a common goal and achieving consensus. This approach has enabled open and honest discussions and a very creative, confident and challenging environment which goes beyond the "funder" and "funded" traditional relationship. The content of the VCS Grants Prospectus and the shape of the Bristol Impact Fund are the result of this and present a common view that the investment from the council needs to be focused on addressing the key challenges for the city and our citizens, specifically issues of disadvantage and inequality in Bristol.

Collaborative Grants

We are inviting organisations to apply for grants through collaborative applications where this will enhance the benefit to disadvantaged people. Collaborative working describes joint working by two or more organisations in order to fulfil their purposes, whilst remaining as separate organisations. This may relate to any aspect of the organisations' operational activity, including administration, fundraising, raising public profile, resource sharing and streamlining of costs and service delivery. NCVO defines collaborative working as partnership between voluntary and community organisations. An organisation may work with one other partner organisation or may belong to a wider consortium. The council published a guidance note in 2014 'Collaborative Arrangements – Grant Funding' which gives more information.

Communities of interest

'Communities of interest' is a term used to describe people who share particular characteristics, usually the 'protected characteristics' in the Equality Act 2010 (such as age, race, religion and belief, gender, sexual orientation and disability). For example we might refer to Somali women or Disabled young people as communities of interest.

Corporate Parenting role

Corporate Parenting is the term used to describe our (Bristol City Council's) collective responsibility to be a good parent and ensure the best outcomes for the children in and leaving our care. It means caring about children, not just for them, and offering the same standards as any other parent.

Disadvantage

The focus of the Prospectus is on disadvantaged people and people facing disadvantage. By 'disadvantaged' we mean those people and communities who lack or are denied resources, rights, goods and services, and who cannot be part of the usual connections, activities and opportunities³, available to the majority of people in Bristol. In this definition, when we talk about rights, we mean people's (legal) entitlements to have or to do something. By resources we mean the assets that can be used or drawn on by a person. These are not just about money; they include other less tangible things like skills, strengths, and networks. Goods are products such as food, clothes or furniture. Services are activities provided by other people, such as doctors, waiters, shop assistants, taxi drivers or increasingly are on-line such as internet banking.

Early intervention

Early intervention is acting to prevent problems occurring and supporting people to reduce the impact of problems and stop escalation when they arise. It involves working together across agencies and with communities in Bristol to provide the right support at the right time.

Geographic communities

By geographic communities we mean places or neighbourhoods in Bristol. We know that some neighbourhoods are very deprived and that some are affluent. Our focus for the prospectus will be on the most deprived areas of Bristol.

Resilience

The term resilience is commonly used in science to describe the ability of materials to withstand large forces, shocks or stresses. In the Prospectus we use resilience to mean the ability of individuals or communities to manage or cope with difficult times or situations and with change. Resilient communities are ones that can use local resources and expertise to help themselves. Some people and organisations use the term 'readiness' instead of resilience.

Voluntary and community sector

For this Prospectus, by voluntary and community sector we mean non-governmental, community-based organisations which are value-driven (their values arise from the community) and which reinvest their surpluses to further social, environmental or cultural objectives for the community. They range from small volunteer/single worker organisations and local community groups to large established organisations.

Wellbeing

There are many definitions and uses of the term 'wellbeing', but we are using it here to describe a state of 'feeling good and functioning well^{xliii}' which is underpinned by a broad combination of things such as feeling content, safe, valued, confident and happy.

A full description of both social and mental wellbeing is available from the UK's Faculty of Public Health at www.fph.org.uk/concepts_of_mental_and_social_wellbeing

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