

## Essex Safer Streets Fund Round 2 2023-24: Application Form

### Introduction

- 1.1 Bidders are expected to employ a problem-solving approach to proposals, whereby they seek to develop an in-depth understanding of the crimes / problems in their area (scanning and analysis) using data and consultation and propose solutions that have the best chance of preventing these crimes and issues based on available evidence. It is also key that bidders make a realistic appraisal of what can be delivered during the timeframe available – using information and experience of lead-in times – and propose suitable sustainability plans for interventions.
- 1.2 The application form is divided into four shorter sections as detailed below:
- **Part A:** compliance questions – this includes questions around the amount of funding requested, crimes targeted, and area selection.
  - **Part B:** technical capability and capacity – bidders are asked to outline their plan, including their understanding of problems in target areas, proposed response and rationale, deliverability, and sustainability.
  - **Part C:** financial forecast – this section requires a light touch financial forecast for the delivery period, covering both PFCC funding and local match funding. Please forecast as accurately as possible as this will be used to track progress on delivery throughout the grant. Costs will be compared to those outlined throughout the bid – please check costings are accurate and consistent.
  - **Part D:** partners – this section includes agreement from all partners involved in the development and delivery of your plan.
- 1.3 Attachments:
- If a bidder's target area/s cannot clearly be demonstrated through LSOA codes, a map of the target area, clearly outlining its geographic boundaries, should be submitted in addition to the relevant LSOA codes.
  - Bidders may also choose to attach an Environmental Visual Audit (EVA) of their target area. This is not mandatory but does help the PFCC to visually understand the changes being proposed in the plan and how they meet the needs of the individual area. Bids should be understandable to assessors without needing to read an EVA.
- 1.4 Bidders must score above the minimum standard on each weighted question to be eligible for funding, as well as meeting the mandatory requirements.

## Part A: Details and Compliance

Failure to provide the necessary details in any of the questions in Part A could result in your bid being rejected.

<b>1. Bidder details</b>
<p><b>Bidder information:</b></p> <ul style="list-style-type: none"> <li>• Organisation Name:</li> <li>• Geographic area:</li> </ul> <p><b>Primary point of contact for this bid:</b></p> <ul style="list-style-type: none"> <li>• Name:</li> <li>• Role:</li> <li>• Email:</li> <li>• Phone:</li> </ul> <p><b>Secondary contact for the bid:</b></p> <ul style="list-style-type: none"> <li>• Name:</li> <li>• Role:</li> <li>• Email:</li> <li>• Phone:</li> </ul>
<b>2. Please confirm the <u>total</u> amount of PFCC Safer Streets Funding you are bidding for (excludes match funding)</b>
<b>3. Please confirm the amount of funding that will be utilised in 2023-24 financial year</b>
<b>4. Please confirm the amount of funding that will be utilised in 2024-25 financial year</b>
<b>5. Please state the total amount of matched funding you will be providing to support this bid (this must be at least 50% of the total figure quoted in response to question 1 above)</b>
<b>6. Please confirm the geographic boundaries and population information for your bid:</b>

- a. Confirm the name/s of the target area
- b. Confirm the type/s of space targeted (i.e. residential, commercial – a city centre, rural, night-time economy)
- c. Identify the LSOA codes for the area/s you are targeting. LSOA codes must be provided as an eight-digit code and the LA name, such as: E01021271 Basildon 013A.
- d. Please attach a map of the area

**7. Please identify which crime or issue type or types is the primary focus of your bid. This could be neighbourhood crime, anti-social behaviour, or VAWG in public places, feelings of safety from VAWG or ASB. You may select a combination of these.**

## Part B – Technical Questions

This section outlines the questions that you will need to answer to outline your plan. A minimum score is required on each weighted question to be eligible for funding.

- 1. Scanning, Analysis and Consultation - please describe the area you are targeting and why, the problems you are targeting through your plan (neighbourhood crime, ASB, VAWG in public places, or feelings of safety from VAWG or ASB), your analysis of the drivers of this problem, and information gained from mandatory consultation.**  
(25%, 1000 words max)

Descriptions of specifics that should be included are outlined in the subheadings below (while subheadings are provided for clarity and suggested structure, you may choose to structure your answer differently provided it still covers the requisite information):

### Scanning

- A description of your chosen area/s and the reasons why you have chosen it, including the specific crime or issue type(s) to be targeted. You are expected to refer to some combination of data, statistical sources, anecdotal evidence, and consultation feedback from residents and stakeholders to define the relevant crime types and issues in the area. You are also strongly encouraged to include trends on crime and issues over recent years, information as to why the problem is a concern to the local community, and information on any other types of crime and disorder you have identified as a secondary target.
  - Please see Annex A in the Home Office Safer Streets Fund Prospectus for potential sources to refer to in this section. For example, bidders targeting neighbourhood crime are strongly encouraged but not mandated to make use of crime benchmark information.

### Analysis

- Analysis of the factors driving the target crimes and issues in your target area and an overall hypothesis about the problem (we particularly welcome explanation of the data sources used, as well as the time period they cover). This could include:
  - Analysis of previous incidents – including information about victims, offenders, method of offence, locations and times of offence.
  - Wider demographic information about the area, including markers of deprivation and risk factors associated with ASB if relevant.
  - Information gained from consultation with stakeholders about the causes of the problems in the target area.
  - Whether your area has previously attempted to tackle this issue, and if so, some insight into how this has impacted your analysis. For example, any use of the powers under the 2014 Anti-Social Behaviour, Crime and Policing Act.
  - You are also encouraged to undertake an Environmental Visual Audit (EVA) to assist with your response to this part of the question. To enable assessors to easily understand your local area it is important that the key information from your EVA is included in your main answer. You may attach your completed EVA to your application; however, assessors should not need to refer to this to understand your bid. The EVA will not be marked.

**Consultation** (this information may be integrated into the scanning and analysis)

- A summary of the information obtained through your mandatory consultation with relevant stakeholders.
- An explanation of how you have taken this information on board when formulating your proposal. This could include using this information to help select your target area or which crime types or issues to target.

**Answer** (max 1000 words - bodies of text included within inserted images will also count towards the word count):

**2. Mandatory consultation**

- a) **Please provide the details of the stakeholder groups you have consulted with in the development of this bid.** This should include at least two relevant local or national organisations. For example, if your bid is targeting VAWG, you might choose to consult with a women's charity and a local organisation with responsibility for women and girls, such as a school or college.

**This question has a 0% weighting but is a showstopper. Failure to provide details of the groups or organisations consulted in the development of your proposals will result in your bid being unsuccessful.**

**Details of groups engaged through consultation:**

**b) Response: Assessing rationale for action.** (35% weighting)

**If your bid is successful, this answer will be inserted into your grant agreement and used to track progress over the course of the fund. This answer should include:**

**PFCC Funding**

- I. Summary (500 words):** Please provide a short summary identifying the combination of interventions you plan to deploy, and how these will address the issue(s) identified in question (b) one. You should also briefly outline the input consultation with key partners has had in determining the chosen approach. Within this short summary, please identify any benefits on other crime types expected, and the number of crimes you estimate you may be able to reduce / prevent where possible.
- II. Response proposal table (300-word limit per deliverable for the rationale section) – please detail:**
  - Each of the interventions you propose delivering as part of your plan, including specific totals on how many of each intervention you plan to deploy for each deliverable, e.g. rollout of educational programme in the following LSOAs [...]; 400 streetlights to be upgraded.
  - The total cost of delivering the entirety of each deliverable, accompanied by an explanation of how this figure has been reached, e.g. via a quote from a local provider. **The total cost should match the total amount of grant funding you are requesting through this bid, and subsequently match the forecasts provided in Part C.**
  - The rationale behind the selection of each deliverable in this hotspot area, coupled with the evidence that suggests the intervention will be effective. You are encouraged to make use of the [Safer Streets Fund toolkit](#) but must explain why the evidence is relevant to your particular local situation.

**Matched Resource / Funding**

- III. Summary (max 800 words):** Please provide a summary identifying the combination of interventions you plan to deploy using matched funding, how these will address the hypothesis in question one, and the evidence to suggest these interventions will be effective. You are encouraged to draw on the Safer Streets Fund toolkit but must explain why this evidence is relevant to your particular local context. Matched funded interventions must still be targeted at meeting the primary objectives of the fund. You should briefly outline the input consultation with key partners has had in determining the chosen approach. Within this short summary, please identify any benefits on other crime types expected.

**RESPONSE ANSWER TEMPLATE – PFCC funding**

<b>i) Summary (max 500 words)</b>			
<b>ii) Response proposal table</b>			
<b>Deliverable</b> <small>(please include project management costs as a separate deliverable/item in this table)</small>	<b>Total cost</b>	<b>How has the costed amount been reached?</b>	<b>Evidence/rationale (max 300 words per deliverable)</b>

**RESPONSE ANSWER TEMPLATE– Matched funding only**

<b>iii) Summary (max 800 words)</b>			
<b>Deliverable</b> <small>(please include project management costs as a separate deliverable/item in this table)</small>	<b>Total cost</b>	<b>How has the costed amount been reached?</b>	<b>Evidence/rationale (max 300 words per deliverable)</b>




**c) Delivery: Ensuring the proposed activity can be delivered in the requisite timeframe. (25% weighting)**

**Please complete the below Delivery Answer Template detailing how you plan to deliver each individual deliverable.**

- I. Summary (max 200 words):** A summary of governance and delivery arrangements and procedures that are or will be put in place for the project to ensure delivery internally and across different partnership groups. For example, the delivery board/s that will oversee funding, how often they will meet, an explanation of dedicated project resource, and the project management processes that will be employed. Please reference how you will ensure that you have the relevant expertise in place to deliver.
  
- II. Delivery table including:**
  - A clear description of each deliverable.
  - A clear description of roles and responsibilities of all parties that are involved / a summary of partnership arrangements for the delivery of each deliverable.
  - Notation of the milestones you will have to hit to ensure you deliver this project before the end of the funded period.
  - Your assessment of the main risks to delivery (including where delivery is dependent on external factors – e.g. planning permission, new suppliers) – and any mitigating actions and contingency plans you will put in place to ensure the project runs as outlined to time and budget.

**DELIVERY ANSWER TEMPLATE**

<b>i. Summary (max 200 words):</b>

**d) How will you sustain the impact of your plan after the funding period has ended? (15% weighting)**

**Please complete the below Sustainability Proposal Template detailing how you plan to ensure sustainable impact of your proposals beyond the funded period (no word limit).** Bidders should demonstrate commitment to maintaining physical interventions, such as CCTV and streetlighting, beyond the funded period. For interventions where the likelihood of impact is less well-evidenced, such as for VAWG and ASB interventions, there should be plans to sustain the interventions so long as they are assessed as effective. This answer includes a declaration that you will regularly assess whether your interventions remain impactful. If you were to make an assessment that these interventions did not appear to deliver benefits, we would not expect you to sustain said interventions.

This response should include:

- The identification of the ongoing costs (if any) to each deliverable / intervention proposed in your bid.
- A statement about how these costs will be met and how the intervention will be maintained beyond the funded period, including identifying any partnership agreements.
- Information on how you expect each deliverable to deliver impact beyond the funded period.
- If the intervention will not be sustained, a suitable explanation for why it is not needed beyond the funded period.

**SUSTAINABILITY PROPOSAL TEMPLATE**

<b>If implementing innovative/experimental proposals, can you confirm that you will regularly assess the impact of your proposals, and commit to sustaining them if they remain impactful?</b>			
<b>Deliverable</b>	<b>Identify any ongoing costs beyond funded period</b>	<b>How will these costs be met and the intervention maintained beyond the funded period? Partner agreements should be identified.</b>	<b>How this will deliver impact beyond funded period</b>

## Part C – Forecast Expenditure and Financial and Organisational Capability

This section requests completion of the overleaf template to provide a plan of how funds will be spent over the delivery period.

1. Please complete the overleaf Financial Forecasting Templates, detailing your:
  - a. Projected expenditure of PFCC funding in the 2023/24 financial year (ending 31 March 2024).
  - b. Projected expenditure of PFCC funding in the 2024/25 financial year (ending 31 March 2025)
  - c. Projected expenditure of matched funding in the 2023/24 financial year.
  - d. Projected expenditure of matched funding in the 2024/25 financial year.
- The figures provided in the overleaf template will be compared against the figures provided in in Parts A and B, so please ensure these figures add to the same total. As these are forecasts, please leave the 'Actual' columns empty.

**Grant funding is (to be ring-fenced) for use only to support delivery of the Purpose. Bidders must operate effective monitoring and financial management systems.**

Financial Forecasting Templates – PFCC funding **(this should not include matched funding):**

Reporting period 2023-4	People expenditure (£)		Equipment expenditure – capital (£)		Equipment expenditure – expense (£)		Subcontracting expenditure – capital (£)		Subcontracting expenditure – expense (£)		Other expenditure – capital (£)		Other expenditure – expense (£)		Total (£)
	Forecast	Actual	Forecast	Actual	Forecast	Actual	Forecast	Actual	Forecast	Actual	Forecast	Actual	Forecast	Actual	
July 2023															
Aug 2023															
Sept 2023															
<b>Q2 total</b>															
Oct 2023															
Nov 2023															
Dec 2023															
<b>Q3 total</b>															
Jan 2024															
Feb 2024															
Mar 2024															
<b>Q4 total</b>															
<b>Grand total expenditure for 2023-4</b>															

Reporting period 2024-5	People expenditure (£)		Equipment expenditure – capital (£)		Equipment expenditure – expense (£)		Subcontracting expenditure – capital (£)		Subcontracting expenditure – expense (£)		Other expenditure – capital (£)		Other expenditure – expense (£)		Total (£)
	Forecast	Actual	Forecast	Actual	Forecast	Actual	Forecast	Actual	Forecast	Actual	Forecast	Actual	Forecast	Actual	
April 2024															
May 2024															
June 2024															
<b>Q1 total</b>															
July 2024															
August 2024															
Sept 2024															
<b>Q2 total</b>															
Oct 2024															
Nov 2024															
Dec 2024															
<b>Q3 total</b>															
Jan 2025															
Feb 2025															
Mar 2025															

<b>Q4 total</b>															
<b>Grand total expenditure for 2024-5</b>															

<b>PFCC funding</b>	
<b>Grand total expenditure for 2023-4 and 2024-5 financial years combined</b> (should match Part A, question 2).	

## Part D – Partners

1. Please include the names and signatures of all organisations involved in the development and delivery of this bid.

**Name:**

**Organisation:**

**Date:**

**Signature:** \_\_\_\_\_

**Name:**

**Organisation:**

**Date:**

**Signature:** \_\_\_\_\_

**Name:**

**Organisation:**

**Date:**

**Signature:** \_\_\_\_\_