

# **Community Safety Development Fund (CSDF) 2024-25 Funding Criteria and Guidelines**

## **1. Purpose**

The purpose of the Police, Fire and Crime Commissioner's Community Safety Development Fund (CSDF) is to support local communities, and voluntary and community safety groups to deliver effective approaches to preventing and tackling crime and anti-social behaviour in support of the PFCC's Police and Crime Plan.

## **2. Fund criteria**

Applications to the fund must demonstrate a positive impact on at least one of the **PFCC's 2021-24 [Police & Crime Plan priorities](#)**;

1. Further investment in crime prevention
2. Reducing drug driven violence
3. Protecting vulnerable people and breaking the cycle of domestic abuse
4. Reducing violence against women and girls
5. Improving support for victims of crime
6. Protecting rural and isolated areas
7. Preventing dog theft
8. Preventing business crime, fraud and cyber crime
9. Improving safety on our roads
10. Encouraging volunteers and community support
11. Supporting our officers and staff
12. Increasing collaboration

Please note that round 2 of the 2024-25 CSDF will seek to utilise the priorities in the new Police and Crime Plan.

Projects should not duplicate or compete with existing activity, and funding will not be allocated for projects that are unable to demonstrate effective impact upon the Police and Crime Plan priorities. Grants should not be used as a substitute for statutory funding.

There is no requirement for applications to generate match funding, however, evidence of match funding is likely to improve the likelihood of the bid being recommended as this demonstrates support for the project and improves value for money for the PFCC's investment.

Whilst the PFCC will seek to establish local need and support for individual initiatives, applicants are required to obtain support for their bid from relevant partners, including local Community Safety Partnership (see Appendix A for a list of CSP Managers) if appropriate, in advance of submission. This assures the PFCC that the project has the backing of key local stakeholders and is therefore more likely to be delivered successfully.

The Fund should not be considered a sustainable source of funding and therefore applicants need to demonstrate how the project, or its outcomes, will be continued after PFCC funding has expired (normally 12 months following the allocation of the grant).

This Fund welcomes bids for continuation funding however, applicants need to demonstrate clearly that previous funding delivered against the Police and Crime Plan priorities and demonstrate how continuation funding will develop the project further.

### **3. Applications**

Funding will be allocated in two funding rounds. The timescales of these are proposed as:

Round 1 opening 1<sup>st</sup> June 2024 and closing 1<sup>st</sup> September 2024

Round 2 opening 1<sup>st</sup> December 2024 and closing 2<sup>nd</sup> February 2025

Applications must be completed in full and must be submitted on the **CSDF application form** via the PFCC's Office to [pfcc@essex.police.uk](mailto:pfcc@essex.police.uk) or [Claire.hanrahan2@essex.police.uk](mailto:Claire.hanrahan2@essex.police.uk). We aim to make a decision and respond to applicants within 2 months of the closing dates.

### **4. Decision-making**

Decisions will be made using available evidence that demonstrates the initiative's likely impact on the PFCC's priorities. The PFCC uses a panel of independent, local representatives to ensure proposed activity reflects local priorities, links in with existing commissioned or grant-funded activity and provides the PFCC with value for money.

The PFCC aims to ensure a fair and equitable distribution of funding across Essex including the unitary authorities of Southend and Thurrock, and between the priorities within the Police and Crime Plan.

### **5. Funding**

The allocation for the 2024-25 Community Safety Development Fund is around £300,000. The PFCC will loosely allocate around 50% of available funding to each round. Applications for PFCC funding in excess of £20,000 are unlikely to be successful.

Funding will be released upon receipt of a signed funding agreement and transferred via BACS. Unless otherwise stated within the funding agreement, grants will normally be restricted to one year from release of funding.

### **6. Monitoring and evaluation**

Those who are awarded grants are asked to provide formal reports at the conclusion of the project, using the standard report template. Performance information will need to assess and demonstrate impact articulated in the application. Financial information presented will need to demonstrate that the funding has been spent on the initiatives agreed within the funding application.

The PFCC may ask for progress updates at any time, especially for those projects considered to be innovative and have wider potential application.

Successful recipients are expected and encouraged to undertake proactive publicity to demonstrate the positive impact that their initiatives have had on the PFCC's priorities. This may be in the form of videos, press releases, visits from the PFCC or social media activity. Please notify the PFCC's Communications and Media team when publicising your project.

## **7. Hints and Tips**

- Potential applicants should consult the [Police & Crime Plan for Essex](#) to ensure their proposed activity meets the PFCC's objectives.
- Detail provided within the application form should be proportionate to the amount of funding requested.
- Applicants are encouraged to seek support from their local Council for Voluntary Service (CVS) for assistance in bidding for grant funding, or support in presenting a positive application – see Appendix A for a list of local CVS contacts.
- Where appropriate, we ask applicants to secure endorsement from their local Community Safety Partnerships. The PFCC may also consult other local stakeholders when considering applications for funding.
- Questions about the fund should be e-mailed to [PFCC@essex.police.uk](mailto:PFCC@essex.police.uk)

## **8. Data Protection**

All applicants must comply with the Data Protection Act 1998 and the EU General Data Protection Regulation. If you have a data protection policy, you are encouraged to include this in your application to support the PFCC's due diligence processes for successful bids.

Applicants must submit their information in an application form, providing full details of their proposal including costs and benefits. Any personal information that is provided in the application will be shared with the independent evaluating panel and used only for the purpose of reviewing the grant application and the ongoing administration and management of any grants that are awarded.

The PFCC uses a third-party copy writer to publicise projects on social media, the PFCC website and to members of the public via press releases. Applicants consent to the sharing of name, contact details and a short description of their proposal with the third party by ticking the consent box on the application form.

Payment details will be shared with Essex Police Business Centre for the sole purpose of processing the funding payment.

To uphold the standards set out in the PFCC Ethics and Integrity Framework, all PFCC decisions, including grant awards, are published on the PFCC website. Information disclosed on the PFCC website will include organisation name, a short description of the project and value of the award.

You have the right at any time to remove consent and to ask that information about you be removed from our systems. There are occasions where we may need to retain sufficient information to, for example, evidence funding distributed, but we will ensure that we comply with data protection and other legal requirements.

## **9. Safeguarding**

All applicants whose projects are likely to include children or vulnerable adults are expected to have robust safeguarding policies in order to protect those client groups according to legislation. All

applicants whose projects are likely to include children or vulnerable adults are to demonstrate and supply a safeguarding policy.

**Appendix A – Community Safety Partnership and Council for Voluntary Service contacts**

<b>CSP MANAGERS / OFFICERS</b>		
Basildon	Lisa Hopcroft	<a href="mailto:lisa.hopcroft@basildon.gov.uk">lisa.hopcroft@basildon.gov.uk</a>
Braintree	Tracey Parry	<a href="mailto:tracey.parry@braintree.gov.uk">tracey.parry@braintree.gov.uk</a>
Brentwood	Daniel Cannon	<a href="mailto:daniel.cannon@brentwood.gov.uk">daniel.cannon@brentwood.gov.uk</a>
Castle Point	Daniel Cannon	<a href="mailto:daniel.cannon@brentwood.gov.uk">daniel.cannon@brentwood.gov.uk</a>
Chelmsford	Spencer Clarke	<a href="mailto:spencer.clarke@chelmsford.gov.uk">spencer.clarke@chelmsford.gov.uk</a>
Colchester	Lisa Hobson Samantha Goodman	<a href="mailto:Lisa.Hobson@colchester.gov.uk">Lisa.Hobson@colchester.gov.uk</a> <a href="mailto:Samantha.Goodman@colchester.gov.uk">Samantha.Goodman@colchester.gov.uk</a>
Epping Forest	Caroline Wiggins	<a href="mailto:cwiggins@eppingforestdc.gov.uk">cwiggins@eppingforestdc.gov.uk</a>
Harlow	Christine Howard	<a href="mailto:christine.howard@harlow.gov.uk">christine.howard@harlow.gov.uk</a>
Maldon	Spencer Clarke	<a href="mailto:spencer.clarke@Maldon.gov.uk">spencer.clarke@Maldon.gov.uk</a>
Rochford	Daniel Cannon	<a href="mailto:daniel.cannon@brentwood.gov.uk">daniel.cannon@brentwood.gov.uk</a>
Southend-on-Sea	Simon Ford	<a href="mailto:simonFord@southend.gov.uk">simonFord@southend.gov.uk</a>
Tendring	Leanne Thornton	<a href="mailto:lthornton@tendringdc.gov.uk">lthornton@tendringdc.gov.uk</a>
Thurrock	Michelle Cunningham	<a href="mailto:micunningham@thurrock.gov.uk">micunningham@thurrock.gov.uk</a>
Uttlesford	Angela Greneski	<a href="mailto:agreneski@uttlesford.gov.uk">agreneski@uttlesford.gov.uk</a>

<b>Council for Voluntary Services</b>	
Basildon	<a href="mailto:admin@bbwcvcs.org.uk">admin@bbwcvcs.org.uk</a>
Braintree	<a href="mailto:bdvsa@bdvsa.org">bdvsa@bdvsa.org</a>
Brentwood	<a href="mailto:enquiries@brentwoodcvcs.org.uk">enquiries@brentwoodcvcs.org.uk</a>
Castle Point	<a href="mailto:office@castlepointavcs.org.uk">office@castlepointavcs.org.uk</a>
Chelmsford	<a href="mailto:info@chelmsfordcvcs.org.uk">info@chelmsfordcvcs.org.uk</a>
Colchester	<a href="mailto:information@ccvcs.org">information@ccvcs.org</a>
Epping Forest	<a href="mailto:admin@vaef.org.uk">admin@vaef.org.uk</a>
Harlow	<a href="mailto:info@rainbowservices.org.uk">info@rainbowservices.org.uk</a>
Maldon	<a href="mailto:admin@maldoncvcs.org.uk">admin@maldoncvcs.org.uk</a>
Rochford	<a href="mailto:rravs@rravs.org.uk">rravs@rravs.org.uk</a>
Southend-on-Sea	<a href="mailto:publicity@savs-southend.co.uk">publicity@savs-southend.co.uk</a>
Tendring	<a href="mailto:admin@cvstendring.org.uk">admin@cvstendring.org.uk</a>
Thurrock	<a href="mailto:info@thurrockcvcs.org">info@thurrockcvcs.org</a>
Uttlesford	<a href="mailto:enquiries@cvsu.org.uk">enquiries@cvsu.org.uk</a>