



**Frequently Asked Questions**  
**November 2023**

### How much funding is available in the Small Grants Scheme?

Since the Scheme opened, over £300k has been made available in two calls for funding under the Small Grants Scheme. In this third funding call, £200,000 will be made available in funding.

The Policing Board will consider further Calls once this round completes.

### How much funding can I apply for?

The Small Grants Scheme will only support projects requesting a value of between £1,000 and £10,000.

### What is the funding criteria for the Small Grants Scheme?

In addition to be closely aligned to one or more of the charitable purposes which are included within the general FAQs and in the Guidance for Applicants document, all applications to the Small Grants Scheme must:

- Demonstrate engagement with the PSNI; and
- Make a contribution to community safety and/or building confidence in policing in the local area.

Organisations applying for funding in either Scheme must be legally constituted, be financially stable and have sufficient accountability and controls to manage public funding.

### Who can't apply for funding / what doesn't qualify for funding?

- Individuals or private sector businesses.
- 'State funded' bodies/organisations such as schools, hospitals or local authorities
- Politically based activities.
- Applications from the PSNI or PCSP.
- Events or activities for which the principal aim is to fund raise.
- Capital funding/ infrastructure / building schemes (see Guidance for Applicants document for more details on the definition of capital funding).
- Projects based outside Northern Ireland.\*

### Can I apply if the project is currently being funded by other public funds?

No. To avoid duplicate funding, the fund cannot support projects that are currently being funded by other public funds. The Fund may support a project where the applicant has other publically funded projects, however, the project and its activities must be distinctive in nature.

### How much can I apply for?

Applicants are eligible for 100% of project costs.

There is no requirement for match-funding or in-kind funding, however applicants should include details or either in their application for information. There is no impact on the application assessment.

\* Cross-border activity will be deemed eligible if it contributes towards the achievement of the project's objectives/outcomes/impacts.

### Can I include salaries or overhead costs in my project budget?

No. Salaries and overheads are **not** eligible in the **Small Grants Scheme**.

### When does my project have to start / finish?

Projects approved under the Small Grants Scheme may have a duration of up to 24 months from the date specified in the Letter of Offer.

Applicants will be required to specify the duration of their project in the application form.

### Can I submit more than one application for a project into a Scheme?

No. Only one application per project can be submitted to the Small Grants Scheme at any one time.

### Can I apply to both Schemes?

An applicant can apply to both the Small and Large Grants Schemes on the basis that proposed project activity in each Scheme is distinctive in nature to avoid double-funding.

### How long will the assessment process take?

The assessment process will commence following closure of the call and will take approximately 4-6 weeks. If successful, a further 3-4 weeks will be required for contracting.

### Will all approved projects be funded?

All applications to the Small Grants Scheme that are approved for funding will be listed in rank order for grant payments.

There is a limited amount of funding available and it may be that approved applications exceed monies currently available for disbursement. The decision panel may agree to retain a reserve list for such times that funding becomes available. Projects will be advised of this following the assessment process.

Applicants should note that the panel in assessing the project for value for money, may approve the project based on a reduced budget. Where this occurs, the applicants will be contacted by the Programme team to confirm that they are content to accept a reduced level of funding.

### If I was successful in the first or second Small Grants funding call can I apply again?

Yes, but not for the same project.

### Will I have to provide an update on progress to the Board's Programme Team during the lifetime of the project?

Yes. All approved projects are required to report any issues in implementing their project including underspend throughout the lifetime of the project. In addition, a formal reporting schedule will be dependent on the duration of the approved project as follows:

- Projects with a duration of no more than 12 months will only be required to provide a post project evaluation report (within 3 months following project completion);
- Projects with a duration of between 13 and 24 months will be required to provide a progress update at the 12 month point and a post project evaluation (within 3 months of project completion). Reporting templates will be provided by the Programme team.





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-  028 9040 8500
-  [information@nipolicingboard.org.uk](mailto:information@nipolicingboard.org.uk)
-  [www.nipolicingboard.org.uk](http://www.nipolicingboard.org.uk)
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