

UK SHARED PROSPERITY FUND – STAGE 1 APPLICATION FORM

APPLICANT DETAILS

Applicant Organisation	Denbighshire Voluntary Services Council
Organisation Address	55 Well St, Ruthin LL15 1AF
Organisation Type	Public Body
Lead Contact Name	Tom Barham
Secondary Contact Name	Lisa Williams/ Finance and Business Manager
Position in Organisation	Chief Officer
Contact Telephone No	01824 702441
Email address	tom@dvsc.co.uk
Organisation web address	www.denbighshire.gov.uk
Company Number / Charity Number	3132487 – Company Limited by Guarantee 1054322 – Registered Charity Number

PROJECT INFORMATION

Project Name	Denbighshire Community Capacity Building Key Fund
Project Status	In Development / Ready to Commence / In-Delivery / Continuation / Don't know (please provide further detail)
Target County/Countries	Conwy / Denbighshire / Flintshire / Gwynedd / Isle of Anglesey / Wrexham (delete as appropriate)
Primary Investment Priority	Community and Place / Supporting Local Business / People and Skills / Don't know (delete as appropriate)
Intervention Number(s)	W9: Funding for impactful volunteering and/or social action projects to develop social and human capital in local places. W11: Investment in capacity building and infrastructure support for local civil society and community groups. W12: Investment in community engagement schemes to support community involvement in decision making in local regeneration.
Output targets	W9: Number of organisations receiving support other than grants (numerical value) - 25 Number of organisations receiving grants (numerical value) 50 Number of organisations receiving non-financial support (numerical value) - 41 Number of local events or activities supported (numerical value) – 590 Number of volunteering opportunities supported (numerical value) – 480 Number of projects – 57 W11: Number of organisations receiving financial support other than grants (numerical value) 200 Number of organisations receiving grants (numerical value) 45 Number of organisations receiving non-financial support – 148 Number of facilities supported/created – 8 Amount of green or blue space created or improved 10 Number of tourism, culture or heritage assets created or improved (numerical value) 10 Number of people attending training sessions (numerical value) - 95

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	<p>W12: Number of organisations receiving financial support other than grants (numerical value) – 24 Number of organisations receiving grants (numerical value) – 45 Number of organisations receiving non-financial support (numerical value) – 45 Number of local events or activities supported (numerical value) – 38 Number of volunteering opportunities supported (numerical value) – 38 Number of people reached (numerical value) – 450</p> <p>Note: outputs and outcomes will include primary beneficiaries <u>and</u> those secondary beneficiaries enabled directly from funded projects and training/ development activities (i.e. if we fund an organisation to deliver a project, we will count those direct beneficiaries of that project/ organisation. We will ask all project beneficiaries to measure these, and our Monitoring Officer will be tasked with compiling evidence for the project claim.</p>
Outcome targets	<p>W9: Improved engagement numbers (% increase) – 25 Volunteering numbers as a result of support (numerical value) – 620</p> <p>W11: Improved engagement numbers (% increase) – 10 Number of new or improved community facilities as a result of support (numerical value) – 27</p> <p>W12: Improved engagement numbers (% increase) – 10</p>
Project Start Date	1/4/23
Project End Date	31/12/24

PROJECT DESCRIPTION

Overview of your project (100 words)	<p>DVSC proposes to deliver a Community Key Fund project, with the aim of transforming the power and ability of people in the third sector and within communities across Denbighshire to create and deliver essential services in a changing and challenging world. In particular:</p> <ul style="list-style-type: none"> i) Building sustainable leadership capacity in Third sector organisations across Denbighshire ,to be able to maximise the sector’s response to emerging societal challenges and needs, grow services to meet gaps, and invest in organisational resilience ii) Create and deliver a ‘Community Leader Programme’, a model for working in communities to build the confidence and skills of people (grassroots organisers and excluded communities in particular) to co-produce solutions to local problems
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	<p>iii) Providing a significant, targeted grant programme aimed at supporting innovation, resilience and sustainability for existing and developing new Third Sector Organisations</p>
<p>Why is the project needed in this area? (150 words)</p>	<p>There are currently unprecedented challenges to local communities, and the ability of the Third sector to support. Covid has left complex needs around mental health, isolation, organisational resilience, recruitment, sustainable funding, burnout, uncertainty, and demand. The cost of living crisis has prompted a joined up response from Third and Public sectors, and the impact of this is likely to be long term and significant. There is a need for capacity building for people at all levels to respond to this situation.</p> <p>There is a lack of core development strategic funding for Third Sector organisations. Most grants from Public bodies and other funders are project based and short term. We want to strengthen the whole third sector in Denbighshire.</p> <p>There is an additional need for a different type of approach, to support the development of new civic leadership, building grassroots community based solutions to problems and investing in people’s ability and insights into solving local problems.</p> <p>Much of the evidence base for what is needed is based on a recent research project undertaken for DVSC and DCC by Mark Richardson, “The State of the Third Sector in Denbighshire” published April 2022 and attached with this document.</p>
<p>Briefly describe project activities (150 words)</p>	<p>DVSC will deliver a multi-layered programme of activities to address need:</p> <p>i) Develop a sustainable development programme for people in a leadership role at all levels in Third sector organisations and in communities, based on:</p> <ol style="list-style-type: none"> a. A Coaching and consultancy programme, (based on a successful DVSC pilot) utilising business coaches to identify and support development areas and provide one on one support to Third sector Leaders b. A practitioner/ peer-based Masterclass programme focusing on essential development areas/ themes such as Commissioning and Procurement, Leadership styles, Sustainable funding strategies, Business growth etc. c. Creation of Action learning-based networks, offering peer based, crowd-sourced problem solving <p>ii) A significant grant programme aimed at supporting the development of sustainable long term resilient and responsive organisations and sector as a whole</p>

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	<p>iii) Development and rollout of a community development and empowerment project to co-produce new enterprises and volunteers</p>
Who will deliver the project? For example subcontractors/partners	DVSC will deliver this programme, alongside Associate Coaches and trainers. Cadwyn Clwyd will work as a project partner on the Capital aspect of the Grant programme.
Who will benefit from the project? (150 words)	<p>The project is aimed at directly benefiting Third Sector Organisations and staff, especially those in leadership and development roles (at all levels).</p> <p>It will also benefit new volunteer Civic Leaders and social entrepreneurs.</p> <p>Indirectly (but most importantly) it will benefit citizens who have need of a range of support across Denbighshire, by improving and expanding the services that Third sector organisations provide.</p>
Outline the Aims and Objectives of the project	<p>Aims:</p> <ul style="list-style-type: none"> i) To increase the capacity, impact and resilience of the Third sector to respond to emerging, serious societal, health and economic changes and improve outcomes for Denbighshire residents in need of support ii) To identify and support new Civic Leaders and put communities at the centre of producing sustainable new services <p>Objectives:</p> <ul style="list-style-type: none"> i) Deliver a cohesive range of capacity building interventions (Masterclasses, Coaching sessions, one to one support, Action Learning sets) as broadly as possible to Third Sector leaders across the county ii) Manage a series of targeted grant programmes that work in co-ordination with the capacity building programme, that will distribute £1m over 21 months to support aims of partnership working, sustainable funding strategies, and organisational resilience iii) Identify initial 4 communities across the county to deliver a community engagement programme aimed at identifying and supporting new Civic Leaders/ social entrepreneurs, with themes around place, Welsh language and culture, access to services and community ownership
Where specifically will be project be delivered? (150 words)	County wide

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APPLICANT EXPERIENCE AND CAPACITY

What experience does your organisation have of delivering this type, size and scale of project activity? (200 words)	<p>DVSC is an independent charity with a 25 year track record of being the support organisation for the Third Sector in Denbighshire. We have a unique community support role at a county level. We are connected to the sector through our members and the organisations who come to us for funding, advice and support.</p> <p>We are used to managing large funding programmes (£250k last financial year) and have a robust process for marketing, targeting, assessing, monitoring and reporting on grants. We manage grants in partnership with DCC, BCU, WCVA and others. We are best placed to have an informed view on how the proposed community capacity building grant programme can complement other grant programmes managed by ourselves, other CVCs, DCC and independent Trusts and Foundations.</p> <p>DVSC is also experienced in delivering training and development programmes. The Chief Officer delivered a social enterprise Masterclass programme whilst working for Bangor University, as well as an experiential, peer learning based coaching and action learning programme as part of ION Leadership,</p> <p>DVSC staff have a unique strategic insight into the dynamics of the third sector and can ensure that this Key Fund has maximum sustainable impact in the 2 years of Shared Prosperity Fund, and beyond.</p>
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FINANCIALS

Total project cost	£	
Total SPF requested	£	
Grant requested in Year 1	Year 1 £	
SPF Revenue and/or Capital?	Revenue £	Capital £
Match funding Source and Amount	Source: Amount £	
Outline initial cost breakdown	Project Activity	<p><u>Year 1 – April 2023 – March 2024</u></p> <p>Key Fund grants Y 1 Capital £275000 Revenue £275000 Total Grants £550000</p> <p>Staff costs Key Fund Manager New £31895 x 10 months x 100% = £26579 Learning and Development Manager New £31895 x 10 months x 100% = £26579</p>

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		<p>Community Leadership Manager Existing £31895 x 12 months x 100% = £31896 Outcome Monitoring Officer New £22911 x 10 months x 100% = £19092 Grants Officer Existing £22911 x 12 months x 40% = £9164 Engagement and Volunteering Officer Existing £23023 x 12 months x 40% = £9209 Marketing Administrator Existing £23023 x 12 months x 30% = £6907 Chief Officer Existing x 12 months x £44624 x 30% = £13387 Finance and Business Manager Existing x 12 months x £34373 x 10% = £3487 £146300 NI £22018 and Pension £11704 = £33722 Total Staff costs £180022</p> <p>Project delivery costs External Coaches £24000 Training costs external £7200 Room hire £6000 Marketing £4800 Volunteer expenses and training £2400 Total Project Delivery Costs: £44400</p> <p>General Office costs/ contribution to overheads £3600 IT costs £2000 Total General costs: £3600</p> <p>Total Year 1 DVSC delivery costs: £230,022</p> <p>Total Year 1 : £780022 ----- Year 2 – April 2024 – Dec 2024</p> <p>Key Fund grants Year 2 Capital £275000 Revenue £275000 Total grant £550000</p> <p>Staff costs Key Fund Manager £31895 x 105% x 9 months x 100% = £25117 Learning and Development Manager £31895 x 1.05 x 9 months x 100% = £25117 Community Leadership Manager £31895 x 1.05 x 9 months x 100% = £25117 Outcome Monitoring Officer £22911 x 1.05 x 9 months x 100% = £18042 Grants Officer £22911 x 1.05 x 9 months x 40% = £7217 Engagement and Volunteering Officer £23023 x 1.05 x 9 months x 40% = £7252 Marketing Administrator £23023 x 1.05 x 12 months x 30% = £5439 Chief Officer x 9 months x 1.05 x £44624 x 30% = £10542 Finance and Business Manager 1.05 x 9 months x £34373 x 10% = £2707 £126550 NI £19046 and Pension £10124 = £29170</p>
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		<p>Total Staff costs £155720</p> <p>Project delivery costs External Coaches £18000 Training costs external £6480 Room hire £4000 Marketing £3600 Volunteer expenses and training £1800 Total Project Delivery Costs: £33880</p> <p>General Office costs/ contribution to overheads £2400 Total General costs: £2400</p> <p>Total Y2 DVSC delivery costs: £192000</p> <p>Total Year 2 £742000 Total project cost 2023 – 2025 £1,522,042 Total Grants Made £1,100,000</p>
<p>How have your budget requirements been estimated? (200 words)</p>	<p>Salaries are based on existing and previous DVSC roles and job design. DVSC has experience of managing major grant programmes and has experience in marketing, administration and monitoring of grant programmes at scale.</p> <p>We have based the staff budget on a realistic resourcing plan to deliver a major new Grant fund, and 2 new Learning and community engagement projects with challenging outcomes and outputs, that we can be confident of achieving.</p> <p>We expect to be able to start the project on April 1st 2023 by assigning existing posts whilst recruiting new posts quickly and efficiently. We intend to offer permanent contracts subject to funding, as we wish this project to be as sustainable as possible. We have factored in a provision for inflationary 5% salary increases for 2023/24. We are not looking to recharge significant aspects of DVSC overheads, to maximise the impact of the fund and capacity building programmes.</p>	

STRATEGIC FIT

<p>How does the project fit in with local priorities/ strategies? (150 words)</p>	<p>Denbighshire County Council Corporate plan:</p> <ol style="list-style-type: none"> 1. Healthier, Happier and Caring Denbighshire Supports the Council's Social Care offer and Wellbeing, Mental Health and Resilience within Communities by strengthening 3rd Sector and encouraging joined up approach 2. Fairer, Safe and more equal Denbighshire Strengthen the support of and connectedness with the 3rd Sector in engaging with cohesive communities. Support people to manage their own services and the support they need. 3. Better Connected Denbighshire
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	Support grassroots organisations to develop community and personal skills, Invest in Capacity Building and support for local groups, and engaging in communities to support local decision making and involvement.
How does the project fit in with regional / national strategies? (150 words)	<p><u>Conwy and Denbighshire Public Services Board Wellbeing Plan 2023-2028</u></p> <p>This project meets the plan’s Theme of Wellbeing – Communities being happier, healthier and more resilient in the face of challenges (based on the Wellbeing Assessments).</p> <p><i>“Our communities expressed their desire to be supported and empowered to help tackle these issues with a community-led focus”,</i></p> <p><i>“Stimulate and support community groups to help people remain resilient; for example, supporting healthy lifestyles, or providing help with cost of living pressures.”</i></p> <p>Through DVSC engagement with the PSB, we will align with the Wellbeing of Future Generations Act 5 ways of Working (Collaboration, Involvement, Integration, Prevention and Long Term) – all met by the ethos of this proposed project. It will also support Wellbeing Goals in particular “Resilient”, “Cohesive Communities”, and “Culture and Welsh Language”.</p> <p>Social Care and Wellbeing Act 2014: focus on individual rights and a regard for local authorities to ‘provide support for individuals to participate in decision making ensuring a strong voice and real control for people.</p>
Consultation and engagement with other stakeholders, partners and potential beneficiaries?	<p>Extensive consultation via primary research independently undertaken into the Third Sector in Denbighshire, commissioned by</p>  <p>DVSC Third Sector Report 2022_FINAL.pdf published in Spring 2022.</p> <p>DVSC and DCC, pu</p>

PROJECT MILESTONES

Please list your project milestones, and include dates	April 2023	Project initiation meeting with stakeholders Recruitment for staff roles Key fund design criteria set for Y1
	May 2023	Evaluation/ outcome/ output monitoring designed Marketing materials and comms plan implemented
	June 2023	Community research process starts for Civic Leaders programme Remaining posts filled Masterclass speakers approached and recruited Coaches recruited
	July 2023	Q1 Project meeting Project planning
	Aug 2023	Project and launch plan
	Sept 2023	Launch

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	<p>Oct 2023</p> <p>Nov 2023</p> <p>Dec 2023</p> <p>Jan 2024</p> <p>Feb 2024</p> <p>Mar 2024</p> <p>Apr 2024</p> <p>May 2024</p> <p>June 2024</p> <p>July 2024</p> <p>Aug 2024</p> <p>Sept 2024</p> <p>Oct 2024</p> <p>Nov 2024</p> <p>Dec 2024</p>	<p>First tranche of Key Fund funding opens</p> <p>Q2 Project meeting</p> <p>Coaching and consultancy starts</p> <p>Initial civic leadership cohort brought together</p> <p>Action Learning training for DVSC Networks</p> <p>Coaching and Consultancy meetings continue (ongoing monthly)</p> <p>Masterclasses continue (ongoing monthly)</p> <p>Q3 Project meeting</p> <p>Civic leadership project meeting/ training (monthly)</p> <p>“</p> <p>Q4 Project meeting/ Annual review</p> <p>Second tranche of Key Fund opens</p> <p>Delivery</p> <p>Delivery</p> <p>Q5 Project meeting</p> <p>Delivery</p> <p>Delivery</p> <p>Q6 Project meeting</p> <p>Final tranche of Key Fund including any underspends to date</p> <p>Sustainability plan written</p> <p>Final Masterclasses</p> <p>Q7 Overall project review and monitoring submitted</p> <p>Project wrap-up meeting</p> <p>Impact review published</p>

SUBSIDY CONTROL

All bids must also consider how they will deliver in line with subsidy control as per UK Government guidance: [Subsidy control regime - GOV.UK \(www.gov.uk\)](https://www.gov.uk/guidance/subsidy-control-regime)

Does any aspect of the project involve the provision of subsidies?	Yes / No
If yes, briefly explain how the subsidies or state aid are compliant with the UK's subsidy control regime as set out in the guidance (200 words)	

WELSH LANGUAGE

Does your organisation have a Welsh Language Policy or Statement	Yes
Can your project deliver through the medium of Welsh?	Yes / No / Not applicable

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NET ZERO

How does the proposal support the UK Government's and Welsh Government's Net Zero policies or wider Environmental ambitions? (150 words)	A part of the organisational resilience supported through this project will include environmental sustainability and the creation and implementation of plans that help Third sector organisations and facilities to move towards Net Zero.
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EQUALITY

Please describe how you have considered the equalities impacts of your proposal, the relevant affected groups based on protected characteristics, and any measures you propose in response to these impacts (150 words)	DVSC has an established, active and reviewed Equality policy. We will as a part of the project's management, actively review the take-up of funding and capacity building support against the geographic, economic, social, cultural, and linguistic characteristics of the county. We will also monitor individual primary beneficiaries – for gender, sexuality age and other protected characteristics. We will review this at quarterly Project meetings and if needed, take proactive steps with marketing and engagement to balance the impact of the project on beneficiaries.
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PROJECT APPLICANT STATEMENT

I declare that I have the authority to represent the project applicant organisation in making this application.

I understand that acceptance of this Stage 1 application form does not in any way signify that the project is eligible for funding under the UK Government Shared Prosperity Fund or that any such funding has been approved towards it.

On behalf of the project applicant and having carried out full and proper inquiry, I confirm:

- *the project applicant has the legal authority to carry out the project; and*
- *the information provided in this document is accurate.*

I also confirm that:

I have informed all persons whose personal information I have provided of the details of the personal information I have provided to you and of the purposes for which this information will be used, and that I have the consent of the individuals concerned to pass this information to you for these purposes;

I consent to the Personal Data submitted with this form being shared as set out in this form and in accordance with the North Wales Local Authority Privacy Policies and the UK Government Privacy Policies.

I shall inform the Local Authority if, prior to any UK Government Shared Prosperity Fund being legally committed to the project applicant, I become aware of any further information which might reasonably be considered as material to the Local Authority in deciding whether to fund the proposal; Any match funding that has been set out in the application will be in place prior to any award of UK Shared Prosperity Fund; and

I am aware that if the information given in this application turns out to be false or misleading, the Lead Authority (where relevant) may demand the repayment of funding and/or terminate a funding agreement pertaining to this proposal.

I confirm that I am aware that checks can be made to the relevant authorities to verify this declaration and any person who knowingly or recklessly makes any false statement for the purpose of obtaining grant funding or for the purpose of assisting any person to obtain grant funding may be

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prosecuted. A false or misleading statement will also mean that approval may be revoked and any grant may be withheld or recovered with interest.

I confirm that I understand that if the project applicant commences project activity, or enters in to any legally binding contracts or agreements, including the ordering or purchasing of any equipment or services before the formal approval of the project, any expenditure is incurred at the organisation's own risk and may render the project ineligible for support.

I confirm that by submitting this application I declare that all the above statements are true and that the information provided is accurate

Signature	Tom Barham
Position in Organisation	Chief Officer