



The Local Strategic Partnership (LSP) Annual Community Conference “**Aiming High**” is the forum for us all to get together and develop our thoughts, ideas and solutions to ensure we achieve the high aims we have for the district. The next step is turning these ideas into actions and to bring about change where change is needed.

To assist with this process, the LSP is pleased to launch the Targeting Change Fund – a fund that will enable the LSP to support partners to develop great ideas for change and turn them into action.

The fund comes primarily from Central Government, through Hertfordshire County Council and is a Performance Reward Grant (PRG) given to the district for the positive changes made already under the Local Area Agreement for Herts. Each district is due to receive the same amount of PRG funding which will be allocated through each LSP for projects that will make a real difference for the people living in the area. Our fund also includes £10,000 from the Primary Care Trust.



We have called our reward grant fund **Targeting Change** because we believe it will help focus positive change in our district and enable us to meet the high expectations that we have set out in our Community Strategy. There will be some large scale funding for a few “big ideas” across the district but there is also the opportunity for delivery partners including voluntary groups, local charities and community groups to bid for funds between £2,000 and £10,000.



Your project ideas must show clear links to the priorities of the Sustainable Community Strategy with a focus on addressing the identified gap areas in the strategy. These are the areas that residents decided were priorities and where the LSP is focusing effort in order to make the District an even better place.



Partnership working is key – in fact we want you to discuss your ideas with an LSP Partner before submitting your bid to make sure it will make a difference to people’s lives in the District. This can be achieved through contacting the relevant partnership or project group listed within this guidance.

The process is simple – complete the initial application form available on the LSP website ([www.stalbanslsp.org.uk](http://www.stalbanslsp.org.uk)) and return it to the LSP Coordinator by the deadline. We hope that we can make a decision from the information you give us on this form but we may need to come back to you for further detail at a later date. **The closing date for applications will be 23rd December with decisions made early in February 2010.**

If you have any questions, there are also some guidance notes on the next few pages or feel free to contact Jane Pearce, LSP Co-ordinator on 01727 819349 or at [jane.pearce@stalbans.gov.uk](mailto:jane.pearce@stalbans.gov.uk)  
Further information will be available on the LSP website [www.stalbanslsp.org.uk](http://www.stalbanslsp.org.uk)



### Bidding Process

The St Albans & District LSP Board has delegated decision making powers to the Management Committee to oversee this local bidding process and allocation for the Performance Reward Grant funds (known as the Targeting Change Fund) due to be received in 2010 and 2011.

The Management Committee reports to the LSP Board and is chaired by the LSP Chairman. It consists of:

- LSP Chair /Leader of St Albans City & District Council
- Chamber of Commerce ( LSP Vice Chair)
- Centre for Voluntary Services (LSP Vice Chair)
- Primary Care Trust
- County Council
- Herts Constabulary
- Oaklands College of Further Education

### Timetable

20th October 2009	Launch bidding process at Community Conference
Oct/Nov/Dec 2009	Applications received (deadline 23/12)
January 2010	Management Committee short lists projects
Feb/Mar 2010	Lead contacts notified of decision and/or additional project detail requested if required
March 2010	Management Committee finalises approved project list
March 2010	LSP Board notified of approved project list



### Criteria for bidding

The effort we would like to generate is to add value and improve services to people, rather than on a lengthy prescriptive process. Successful short listed applications will be notified early in February 2010 and/or further project plan details requested where necessary.

The following criteria will have to be met when completing your Application Form:

1. Clear links to the priorities of the Sustainable Community Strategy 'Shaping our District together for 2021', with a focus on addressing the identified gap areas for the residents of St Albans & District
2. A realistic and deliverable outcome which meets the LSPs aims
3. Partnership working – involving at least two of the three sectors (public, voluntary, private) and sponsored either by an LSP partnership or LSP project group.
4. Funding does not replace or duplicate existing mainstream funding (although bids could look to join up with or add value to existing programmes) and has match funding potential. If there is no potential for match funding then the application must have demonstrated wide ranging partnership working (see above).
5. Value for money, evidence of need and that the project will meet that need
6. A clear, logical and persuasive business case and deliverable project plan
7. Tangible impact for the residents of the District
8. Sustainability - a clear strategy for sustaining the activity after initial two years (either by finding long term funding or because the project will be completed within that time period). In the case of capital funds clear revenue support to develop the project and maintain assets must be identified or an additional bid made for the required revenue funds.
9. Bids should be for funds of between £2,000 and £10,000.

We do not want this money to be used to support either existing activities or projects / programmes that are core funded from statutory or other sources.

Projects already covered by work programmes of public bodies such as the Council, County Council, Police, PCT, etc. (unless it is a specific match-funded proposal) are ineligible.



**‘Shaping our District together for 2021’ – our Sustainable Community Strategy**

Bid applications will need to demonstrate clear links to the priorities in the strategy and outcomes which will help address one or more of the following gap areas:-

Priorities

- Ensuring that the District is a great place to be
- Creating a diverse and sustainable economy for the 21<sup>st</sup> century
- Keeping the District healthy
- Supporting an active community that has pride in itself and cares for its future

Identified Gap Areas

- a. Providing accessible facilities and activities for young people
- b. Helping to build the capacity of the voluntary and community sector to provide preventative and support services
- c. Encouraging and promoting community engagement and participation
- d. Promoting sustainable local economic development
- e. Meeting the needs of an aging population
- f. Reducing our impact on the environment
- g. Reducing inequalities

Please see the full version of ‘Shaping our District together for 2021’, for more information (<http://www.stalbanslsp.org.uk/strategy>)

LSP Partnerships & Project Groups

Community Safety Partnership	Chair -Daniel Goodwin St Albans City & District Council	Supporting Officer Narinder Brar (St Albans City & District Council) Email: <a href="mailto:narinder.brar@stalbans.gov.uk">narinder.brar@stalbans.gov.uk</a> Tel: 01727 819305
District Children’s Trust Partnership <i>Providing accessible facilities and activities for young people</i>	Chair -Daniel Goodwin St Albans City & District Council	Supporting Officer Matthew Green (Youth Connexions) Email: <a href="mailto:matthew.green@hertscc.gov.uk">matthew.green@hertscc.gov.uk</a> Tel: 01442 454066
Healthier Communities and Older People Partnership <i>Keeping the District healthy</i> <i>Meeting the needs of an aging population</i>	Chair- Adrian Smith Adult Care Services, HCC	Supporting Officer Carlton Lomax (St Albans City & District Council) Email: <a href="mailto:carlton.lomax@stalbans.gov.uk">carlton.lomax@stalbans.gov.uk</a> Tel: 01727 819455



<p>Economic Sustainability Partnership</p> <p><i>Promoting sustainable local economic development</i></p>	<p>Chair - Graham Lane</p> <p>St Albans District Chamber of Commerce</p>	<p>Supporting Officer</p> <p>Maria Cutler (St Albans City &amp; District Council)</p> <p>Email: <a href="mailto:maria.cutler@stalbans.gov.uk">maria.cutler@stalbans.gov.uk</a></p> <p>Tel: 01727 836781</p>
<p>Quality Network Partnership</p> <p><i>Integrated transport infrastructure &amp; services</i></p>	<p>Chair - Stephen Joseph</p> <p>Better Transport</p>	<p>Supporting Officer</p> <p>Scott Copsey (University of Hertfordshire)</p> <p>Email: <a href="mailto:s.i.copsey@herts.ac.uk">s.i.copsey@herts.ac.uk</a></p> <p>Tel: 01707 286035</p>
<p>Growing Stronger</p> <p><i>Helping to build the capacity of the voluntary and community sector to provide preventative and support services</i></p>	<p>Lead – Laura Cronshaw</p> <p>St Albans District Centre for Voluntary Services</p>	<p>Supporting Officer</p> <p>Anne Nicodemus (Herts County Council)</p> <p>Email: <a href="mailto:anne.nicodemus@hertsc.gov.uk">anne.nicodemus@hertsc.gov.uk</a></p> <p>Tel: 01992 555153</p>
<p>Getting Involved</p> <p><i>Encouraging and promoting community engagement and participation</i></p>	<p>Lead – Richard Hann</p> <p>Herts Constabulary</p>	<p>Supporting Officer</p> <p>Chris Roach (St Albans City &amp; District Council)</p> <p>Email: <a href="mailto:chris.roach@stalbans.gov.uk">chris.roach@stalbans.gov.uk</a></p> <p>Tel: 01727 819568</p>
<p>Tackling Deprivation</p> <p><i>Reducing inequalities</i></p>	<p>Lead – Councillor Donald</p> <p>St Albans City &amp; District Council</p>	<p>Supporting Officer</p> <p>Gillian Reid (St Albans City &amp; District Council)</p> <p>Email: <a href="mailto:gillian.reid@stalbans.gov.uk">gillian.reid@stalbans.gov.uk</a></p> <p>Tel: 01727 836781</p>
<p>St Albans Values Energy</p> <p><i>Reducing our impact on the environment</i></p>	<p>Lead – Councillor Donald</p> <p>St Albans City &amp; District Council</p>	<p>Supporting Officer</p> <p>Jerome Veriter (St Albans City &amp; District Council)</p> <p>Email: <a href="mailto:jerome.veriter@stalbans.gov.uk">jerome.veriter@stalbans.gov.uk</a></p> <p>Tel: 01727 819466</p>

Applications need to be sponsored by the most relevant partnership or project group. Please contact the named support officer to discuss or gain the necessary support for your project.



### Top tips for filling in your application form

We have put together the following top tips to help you complete your application form for the Targeting Change Fund.

#### **Top Tips**

- ✓ Assume the partnership or project group has no knowledge of the area of your project.
- ✓ Avoid the use of acronyms and jargon.
- ✓ Think plain or simple English.
- ✓ Read the questions under each section title and answer them in your text
- ✓ Your application should meet the following broad outcomes;
  - Make a real difference for communities within the District
  - Promote partnership working
  - Deliver priorities within the Sustainable Community Strategy
  - Support new initiatives
- ✓ Section 12 asks for evidence of need - this should be more than anecdotal evidence. An identified need should be supported by facts and figures.
- ✓ When considering the impact think about the number of people the project could potentially impact on.
- ✓ Remember to consider contribution to delivery under all of the priorities and gap areas – your project may have a desired outcome which has an impact in a number of our targeted areas of work.
- ✓ All partners listed should have knowledge of their name on your application form. If you want a specific partner's support ensure you have contacted them and they have read the application form.
- ✓ Partnership or Project Group Chairs may want to see your form before it is submitted to the Management Committee for consideration. When putting together your application please ensure you have enough time to forward it to the relevant contact before submission. Completed applications should be sent to Jane Pearce no later than **Wednesday 23<sup>rd</sup> December 2009**.

**Most importantly read the hints/questions at the beginning of each section which aim to guide you to fill in your form as fully as possible.**

We hope to be able to make decisions based on these completed applications forms in the majority of cases. However we will contact you for more details if we are unable to make a decision on that basis.