

## **Southport Community Safety and Building Security Grants Scheme Frequently Asked Questions (FAQs)**

**August 2025**

Sefton CVS has a budget of £90,000 to fund community safety and building security projects that support the priorities of the Southport recovery Programme.

### **When does the grant scheme open and close?**

The scheme will open on Monday 1<sup>st</sup> September 2025 and close for applications at 5pm Monday 13<sup>th</sup> October 2025.

### **How can I apply?**

You can apply by completing the application form which will be available online or in word format.

### **How much funding can I apply for?**

You can apply for a maximum of £5,000 inclusive of VAT. In exceptional circumstances the award may exceed this amount.

### **How do I know if my organisation is eligible to apply?**

You cannot apply if you are a:

- Public sector bodies (for example NHS trusts)
- Schools
- PTA's delivering projects to benefit their school
- Private sector organisation or private businesses
- Projects for residential buildings

### **How do I know if my project is a capital project?**

A one-off purchase is considered as being capital funding not ongoing costs. We can fund things such as community safety training, CCTV, security doors or making improvements security and safety of a community building. Please refer to our grant guidelines for more information.

### **Can I submit more than one application?**

No, you can only submit one application

## **What documents do I need to prepare for my application?**

You will be required to submit **all** of the following documents as part of your application:

- The constitution / set of rules of your organisation
- Your organisation's latest annual accounts, or income/expenditure statement for the last 12 months
- A copy of your organisations Safeguarding Policy
- A copy of the technical building survey, if requested

We ask you to submit the above documents up front as it gives us the information we require to accurately assess your application.

## **What happens if some documents are missing from my application?**

If you don't have all the relevant documents for your application, please contact us at [neil.gibson@seftoncvvs.org.uk](mailto:neil.gibson@seftoncvvs.org.uk) before you apply, as you may not be eligible to apply.

## **Can I apply if I don't own the building?**

Yes, if you rent the building or have a lease first please check your lease or contact the landlord for permission.

## **What date could I start my project if I am awarded a grant?**

The earliest start date would be December 2025, but this would not be confirmed until a grant offer letter is sent.

## **How long will I have to complete my project?**

You have until the 31<sup>st</sup> March 2026 to complete the project following receipt of the grant.

## **Why do I need to provide three quotes for the project?**

To ensure best value for money. The quotes must be addressed to your organisation. If you are purchasing online items, please add items to a basket and take a screenshot as evidence (you still need to provide three sets of prices). Please indicate on your application if you have a preferred supplier.

## **What does a budget breakdown mean?**

A budget breakdown should include a brief description of what you are purchasing and the cost. For example, CCTV cameras £40 each with the total cost being put in the cost column

We need to see a list of all costs for the entire project with corresponding quotes. Any items without a quote cannot be supported.

**Can I amend my application once it has been submitted?**

Yes, we will accept minor changes once your application form has been submitted. If additional funding is required you should include this in your application.

**How will I know if my application has been successful?**

If your application is successful, you will receive a grant offer letter by email. The letter will ask you to sign a grant acceptance form and terms and conditions and return it to us before we can start to make payment arrangements. All unsuccessful applicants will be informed in writing.

**Will I receive my grant payment in one lump sum or is there a payment schedule?**

Yes, we will pay grants upfront once we receive a signed grant agreement.

**What will happen if I don't submit my application by the deadline?**

Unfortunately, we cannot accept late applications. If you are having issues submitting your application, please contact [neil.gibson@seftoncvcs.org.uk](mailto:neil.gibson@seftoncvcs.org.uk) before the deadline.

**I am still unsure if my project is eligible, so can you provide further help?**

We would welcome the opportunity to hold a meeting to discuss your project and provide further guidance, so please contact us by:

**Email:** [neil.gibson@seftoncvcs.org.uk](mailto:neil.gibson@seftoncvcs.org.uk)

or call us;

**Tel:** 0151 920 0726

**Mobile:** 07912 243 855

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