

Hull Crime Prevention Fund

Guidance to Applicants



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1. Introduction

The Hull City Council Crime Prevention Fund offers capital grants towards the costs of crime prevention measures within the city of Hull. It is designed to support local projects that will reduce crime and antisocial behaviour and improve feelings of safety.

The Crime Prevention Fund is intended to support the objectives of both Hull's Safer Communities Strategy and the Police & Crime Plan 2021-2025.

2. Available funding

The Crime Prevention Fund can provide funding of between £500 and £25,000 to projects that meet the scheme criteria. Applications are split into three funding groups (Section 4.8 below). The criteria are the same for all applications, however, larger projects need to be supported by greater detail.

3. Scope:

The Police and Crime Plan

The Humberside Police and Crime Plan sets the strategic police and crime objectives. The current plan (2021-2025) has three aims:

- Engaged, Resilient and Inclusive Communities
- Safer Communities
- Effective Organisations

The Safer Hull Strategy

The Hull Safer Hull Strategy is focussed upon the delivery of the following outcomes:

- Reducing serious and violent crime
- Reducing re-offending

- Supporting access for vulnerable people to support and intervention
- Engaging, enabling and empowering communities to develop community safety solutions

The Hull Crime Prevention Fund

The focus of the Crime Prevention Fund is primarily upon supporting engaged, resilient, and inclusive communities through engaging, enabling, and empowering communities to develop community safety solutions.

The Fund operates on a competitive basis, with projects that deliver the greatest impact and the best value for money given priority. However, the Fund will also seek to invest in a portfolio of projects across the city.

Hull City Council’s Crime Prevention Fund (CPF) is for capital projects only. All applicants must demonstrate their project meets the funding criteria outlined in this document. Revenue funded projects or revenue funded elements of a wider Capital project are not eligible for CPF funding.

What is CAPITAL funding?

Capital funding can be used to purchase assets, either new or the significant refurbishment of existing assets. These are expected to have “wider community benefit” and to have an expected lifespan of at least 5-years.

The Crime Prevention Panel are interested in creative ideas that support a reduction in crime and enhance community safety and don’t want to be prescriptive about the projects the Panel are looking for. However, the following types of projects that are likely to be “in scope” for the Fund are:

- Minor capital works to purchase or improve community assets and equipment (e.g., playgrounds, sports facilities, community buildings), where it can be shown that these will divert people from crime or antisocial behaviour taking place in the local area. NOTE: the fund will not support on going revenue costs arising from your project
- Measures to improve the security of community buildings or assets
- Measures to improve the safety of outdoor public spaces

To guide applicants, examples of Capital & Revenue expenditure provided below:

New buildings and repairs/refurbishment to existing buildings:

Measures to improve the security of community buildings or assets.	Capital
Building of an extension to a current community hall, sports pavilions, Scout / Guide huts, etc.	Capital
Minor capital works to improve community assets where it can be shown that these will divert people from crime or antisocial behaviour taking place in the local area. e.g., Fire alarms, sprinklers, emergency lights, fire extinguishers, fire blankets, stair lifts, hoists, etc. - but not safety inspections	Capital
New/replacement fencing around community building / land (not simple repairs)	Capital

Land, outside space, playgrounds, sports grounds, sports equipment.

Measures to improve the safety of outdoor public spaces	Capital
New gardens, allotments, orchards, community farms, etc.	Capital
Community growing - water systems, storage sheds, rotavators, tractors, water butts, composters, mowers and other gardening equipment (not consumables such as plants, seeds, sharpening, repairs, etc.). Should have an expected lifespan of at least 5-years	Capital
New/replacement play equipment - swings, roundabouts, skate ramps, climbing walls, slides, climbing frames, outdoor gym, MUGA, etc. (but not simple repairs to existing equipment)	Capital
New or replacement safety surfacing e.g. under play equipment, scoreboards, floodlights, goal posts, gym equipment, artificial wickets, line markers, tennis nets – should have an expected lifespan of at least 5-years. Not consumables such as balls, playing kit, whistles, etc.	Capital
Trees, woodlands, trails, paths, fences, gates, improving access, riverbank enhancements, cycle lanes, picnic tables, built BBQs and BBQ areas for public use /enjoyment.	Capital

Indoor space, community halls, offices, equipment.

New hearing loop systems	Capital
New seating and/or tables for halls	Capital
Desks, chairs and physical items of office equipment (laptops, printers, other IT, one-off purchase of software, etc.) that supports or enhances the running of your organisation - but not stationery or consumables such as printer ink, paper, envelopes, etc.	Capital
Broadband routers, cabling and installation - but not ongoing costs	Capital
Creation of new websites (to further promote your organisation or benefit wider community)	Capital
Substantial items of indoor leisure equipment such as bowls mats, gym equipment, tennis/badminton nets, snooker tables, TV screens – should have an expected lifespan of at least 5-years.	Capital
Purchase of pianos, musical instruments, lighting rigs, fire curtains, etc. to enhance public performances.	Capital

Other significant purchases:

CCTV/safety cameras, where having a system helps to protect an asset or provide greater community safety. NOTE: Applicants will need to demonstrate compliance with the General Data Protection Regulations (GDPR) in terms of image capture.	Capital
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REVENUE

Revenue costs are **not eligible** for Crime Prevention Funding. Specific examples of uses for revenue funding are shown below, grouped into themes:

Positive activities and events:

Costs towards putting on events, fun days, coaching sessions, fetes, carnivals, fairs and festivals for the target group.	Revenue
Costs towards putting on performances, plays, concerts that either involve or benefit the target group.	Revenue

Running costs for a group that puts on positive activities, e.g. venue hire, office/printing costs, transport, staff costs. (groups are expected to become self-supporting and the CPF will not fund year after year).	Revenue
Helping to fund access to positive activities where a person's circumstances make it hard for them to afford. Such as low income, physical disability, rural isolation, etc.	Revenue

Therapeutic activities / sessions

Funding professionals to support people with specific needs, e.g. mental health issues, physical disabilities, dementia	Revenue
Putting on sessions that deliver therapeutic activities e.g. running "music for the mind" events, mindfulness, support groups, counselling, etc.	Revenue
Funding of training for a group, so members have those skills. e.g. safeguarding, first aid, mental health awareness, becoming a mentor, etc.	Revenue
Creating social opportunities that help to prevent isolation and loneliness e.g. a lunch club or day centre.	Revenue

Sport and physical activities:

Putting on coaching sessions, taster days, fun days, etc.	Revenue
Prizes, certificates, etc. at such events.	Revenue
Training for leaders to improve skills, e.g. coaching, mentoring, safeguarding, etc.	Revenue
Purchase of items that don't qualify as Capital e.g. balls, sports kit, etc. with lifespan less than 5-years.	Revenue
Transport to a specific venue to carry out an activity, e.g. sailing lake, climbing wall, artificial ski slope.	Revenue

Community organisations:

Activities that support and encourage volunteering	Revenue
Salaries for paid workers within community organisations e.g. youth workers, support staff, counsellors, administrators, etc.	Revenue
Running costs for a community group that supports the target group of people, e.g. venue hire, office/printing costs, staff costs, social media presence / website operation. (it is expect groups to become self-supporting and CPF will not fund year after year).	Revenue

4. Eligibility criteria

To be awarded **capital** funding, projects and the organisations proposing them must meet the Fund's eligibility criteria. Applications that do not meet the eligibility criteria will be rejected.

Please read the following criteria carefully before applying and contact us (see contact list below) if you are unsure whether your project would be eligible.

- 4.1 The project **must contribute to reducing crime/anti-social behaviour and/or improving community safety.**
- 4.2 Projects must be completed within 12 months from the date of the formal offer letter of any grant, and grant funds applied to their specific purpose, with any unspent funds returned if not completed within that time period.

4.3 Funded organisations must have **formal governance documents** in place (e.g. a constitution), with a management team/board of trustees of **at least three people who are not related**. Funded organisations are anticipated to be, but not limited to;

- Not for profit organisations e.g. charities, social enterprises, community groups
- Neighbourhood Watch Groups
- Residents' Associations

Non-constituted applicants are invited to discuss project proposals with the relevant Neighbourhood Co-ordinator (see contact list below) prior to completing an application form.

4.4 The organisation **must have a bank account in its own name that requires at least two signatories who are not related**. The Fund cannot support individuals or informal groups of individuals and cannot pay grants into personal bank accounts.

4.5 Whilst recently established organisations can apply to the Fund, additional safeguards are likely to be required for organisations without a demonstrable track record in order to protect public funds.

4.6 Applicants must have **insurance cover in place** for the project (e.g. public liability cover if relevant).

4.7 For projects working with children or vulnerable people, **a safeguarding policy must be in place**.

4.8 The amount of funding requested, and the overall project size must fall within one of the following funding groups:

4.8.1 Small grants £500-£5,000

4.8.2 Medium grants £5,001 £15,000

4.8.3 Large grants above £15,000 £25,000

4.9 Applicants should ordinarily have a **“match funding” contribution equivalent to at least 10% of the value of the project, or 30% where the match funding is provided through an Area Committee of the Council** (eg from a Ward Budget allocation), either as a direct financial contribution to the project's costs and/or as an in-kind contribution (e.g. staff/volunteer time, use of facilities where the purpose of the grant is not to improve facilities). A lower contribution will only be considered in exceptional circumstances.

4.10 Applicants are required to provide a **breakdown of the grant and match funding**, as well as details of the project costs.

4.11 Where more than one bid is submitted on behalf of or match funded by a Council Area Committee, the Committee is required to identify the priority in which it requests that bids be determined.

4.12 **Grant funding will be paid when in receipt of a signed Funding Agreement.** The grant can only be used for the purposes as outlined in the application form.

4.13 Any projects that involve improvements to buildings must include details of how their use will be sustained beyond the grant investment. If relevant, you must have permission from the building's owner (and any relevant planning/building control permissions/consents) for the proposed works and written permission must be provided.

4.14 The project must acknowledge in their materials the funding provided by Hull City Council (refer to para 7 below).

4.15. Successful applicants must provide monitoring/progress information upon completion of the project.

5. Ineligible projects and expenditure

The following types of projects and expenditure are not eligible for support:

- General appeals and sponsorships. A clearly defined capital project outline must be provided
- Ongoing year-on-year revenue costs associated with the project. The Crime Prevention Fund cannot fund staff salaries, fees, overheads (for example telephone, stationery), travel, publicity, room hire
- Projects expected to take more than 12 months to complete
- Projects taking place outside the city of Hull
- Academic research and educational bursaries
- Projects that only benefit one individual or family
- Projects that promote a political party or religion
- Multiple applications which split projects in order to get around the maximum funding levels
- Projects that are already fully funded by other means
- Projects that have already started or been completed
- Projects with a funding gap remaining after this grant
- Rent/hire of the organisation's own facilities or equipment
- Projects that unnecessarily duplicate activity already funded by the Office of the Humberside Police & Crime Commissioner (PCC), Hull City Council or other funders
- Projects seeking to establish grant/loan funds for onward distribution
- Interest payments or repayment of existing debts
- Commercial ventures established with the purpose of generating a financial return

- Projects seeking to exclude or negatively affect a group of people because of their age, gender, sexual orientation, ethnicity, or religion
- Activities which are part of a statutory requirement
- Food and beverages
- Activities intended to influence Parliament, government, or political parties; attempting to influence the awarding or renewal of contracts and grants; or attempting to influence legislative or regulatory action

6. Decision Making

All submitted bids will be reviewed by Officers of the Council who will prepare a summary of all applications for consideration by the Crime Prevention Fund (CPF) Panel. In line with Council procedures, the Officers will provide comments and recommendations to the Panel. Recommendations will highlight eligible and ineligible bids. The bids will be considered approximately 6-weeks after the closing deadline for each round of funding.

Decisions of the CPF Panel will be notified to applicants in writing in a timely manner following the Panel meeting. Where further clarity is sought by the CPF Panel, Officers will contact the applicant on the CPF Panels behalf to obtain any clarity before the application is resubmitted to the CPF Panel, unless there is a delegated authority to Officers on a particular application.

7. Grant Conditions

To accept an offer of a grant, you will need to agree to the Council's grant conditions that will be stipulated in the Grant Offer Letter if the project is successful.

The project should include the following Hull City Council logo and wording in all publicity in relation to the funding:

Made possible by grant funding from



If you wish to vary the appearance of the logo and wording, you should seek permission from the City Council as the branding is subject to copyright and must be used within strict brand guidelines.

8. How to apply

Applications should be made via our online grants form ([Crime Prevention Fund | Hull City Council](#)) or as an attachment to an email - CrimePreventionFund@hullcc.gov.uk . Please note that we are unable to consider applications submitted by other means. If you are unable to use the portal, please contact us for assistance.

Please do not send any information in addition to your application (e.g. images, videos, brochures, reports) as we are unable to consider these. The application form is designed to capture all of the information required for us to consider your project.

9. Contact Details

See attached Neighbourhood Co-ordinator details.

EAST LOCALITY			
INGS	Pauline Beach - Neighbourhood Co-ordinator	613140	Ings CSC, Savoy Road, Kingston upon Hull. HU8 0TY
LONGHILL & BILTON GRANGE	Samantha Lambert - Neighbourhood Co-ordinator	615039	Ings CSC, Savoy Road, Kingston upon Hull. HU8 0TY
SUTTON	Mike Tindall - Neighbourhood Co-ordinator	616845	Ings CSC, Savoy Road, Kingston upon Hull. HU8 0TY
HOLDERNESS	Olivia Baskill - Neighbourhood Co-ordinator	612788	Unit F, Freedom Centre, Preston Road, Kingston upon Hull. HU9 3QB
MARFLEET	Sue Green - Neighbourhood Co-ordinator	614297	Unit F, Freedom Centre, Preston Road, Kingston upon Hull. HU9 3QB
SOUTHCOATES	James Moore - Neighbourhood Co-ordinator	616891	Unit F, Freedom Centre, Preston Road, Kingston upon Hull. HU9 3QB
DRYPOOL	Karen Carter - Neighbourhood Co-ordinator	612287	33 Witham, Kingston upon Hull. HU9 1DB
NORTH LOCALITY			
ORCHARD PARK	Rachel Brocklesby - Neighbourhood Co-ordinator/ Julie Hunt - Neighbourhood Co-ordinator	612240/616286	The Orchard Centre, 210 Orchard Park Road, Kingston upon Hull. HU6 9BX
UNIVERSITY	Tabitha Smith - Neighbourhood Co-ordinator	614553	The Orchard Centre, 210 Orchard Park Road, Kingston upon Hull. HU6 9BX
BEVERLEY & NEWLAND	Laura Shearsmith - Neighbourhood Co-ordinator	tbc	The Orchard Centre, 210 Orchard Park Road, Kingston upon Hull. HU6 9BX
KINGSWOOD	Emma Humphreys-Crow - Neighbourhood Co-ordinator	616903	26 Goodhart Road, Kingston upon Hull. HU7 4EE
NORTH CARR	Joanne Nielsen - Neighbourhood Co-ordinator	616905	26 Goodhart Road, Kingston upon Hull. HU7 4EE
WEST CARR	Luke Marshall - Neighbourhood Co-ordinator	616906	26 Goodhart Road, Kingston upon Hull. HU7 4EE
BRICKNELL	Claire Snow- Neighbourhood Co-ordinator/ Tabitha Smith - Neighbourhood Co-ordinator	615066 614553	The Orchard Centre, 210 Orchard Park Road, Kingston upon Hull. HU6 9BX
AVENUE	Zoe Jones - Neighbourhood Co-ordinator	616892	The Orchard Centre, 210 Orchard Park Road, Kingston upon Hull. HU6 9BX
CENTRAL	Sam Wiles - Neighbourhood Co-ordinator (wef 11 November 2024)	TBC	The Orchard Centre, 210 Orchard Park Road, Kingston upon Hull. HU6 9BX

OFFICIAL

WEST LOCALITY			
ST. ANDREW'S & DOCKLANDS	Cassie Kemp - Neighbourhood Co-ordinator	613705	33 Witham, Kingston upon Hull. HU9 1DB
NEWINGTON & GIPSYVILLE	Michelle Williamson - Neighbourhood Co-ordinator	612312	33 Witham, Kingston upon Hull. HU9 1DB
BOOTHFERRY	Emma Elbourne - Neighbourhood Co-ordinator	612630	33 Witham, Kingston upon Hull. HU9 1DB
PICKERING	Lisa Bendelow - Neighbourhood Co-ordinator	612289	33 Witham, Kingston upon Hull. HU9 1DB
DERRINGHAM	Andy Malam - Neighbourhood Co-ordinator	613822	33 Witham, Kingston upon Hull. HU9 1DB