

Syrian Refugee Resettlement Support Fund



Guidelines and Application Form for accessing the Syrian Refugee Resettlement Support Fund

1. BACKGROUND

Fife Voluntary Action (FVA) is working in partnership with Fife Council, and partners, in furtherance of the UK Home Office's programme to support Syrian Refugees resettling in Fife. FVA will administer a fund of monies, received through Housing Service, Fife Council, to make available financial support to qualifying Fife projects delivered with, or through, third sector organisations operating in Fife. Such projects will need to support integration, specifically in relation to areas not covered by statutory service provision, and which is complementary to the statutory provision being offered.

The funds will only be used to enhance the quality of life of Syrian Refugees in Fife by projects that make a positive contribution towards the creation of more integrated, vibrant and sustainable communities. This Fund will only be used to support activity which specifically targets Syrian Refugees, not activity which is merely open to them.

2. PURPOSE

Potential projects should meet at least one of the following objectives:-

1. Building better support in the community –*improving local facilities through better access, adapting and refurbishment to better suit needs within the community, e.g. learning opportunities, ESOL classes.*
2. Brokering community confidence and cohesion - *fostering better connections and collaboration across the community, local businesses, local assets and services, and capitalising more fully on and unlocking potential activities in the area.*
3. Breaking down barriers - *reducing barriers to participation and integration, providing training/skills, educating others to tackle prejudices etc.*
4. Enhancing sport, cultural and/or natural heritage opportunities – *creating appropriate opportunities to develop softer skills and improve wellbeing through sport, leisure and culture.*
5. Supporting community group startup/supporting existing groups to take on refugees as volunteers, members and/or service users - *increasing the availability of training opportunities, increasing local volunteering opportunities.*

Syrian Refugee Resettlement Support Fund

3. PROCEDURES FOR MAKING APPLICATIONS FOR THE USE OF FUNDS

Applications and suggestions are invited from existing third sector organisations with appropriate governance arrangements who would like to promote a project idea for appropriate beneficial activity that promotes better integration and support of Syrian refugees settling Fife.

- The availability of funding will be made known through web-based communications on FVA's website, FVA's e-mail bulletins, and other media as appropriate.
- Any closing dates for applications will be indicated, with appropriate timescales set by Fife Voluntary Action.
- An application form needs to be completed that will include a brief description of the proposed project, an estimated cost and main contact details.
- Application forms should be returned to Fife Voluntary Action for consideration by Fife Voluntary Action, with support from a partner organisation with no conflicting interest in the funding.
- A decision will be made and communicated within 1 week of any closing date, or within 1 month of receiving the application if no closing date has been set.
- Monitoring of the success of projects and appropriate use of public funds will be required as a condition of funding.

4. CRITERIA FOR MAKING APPLICATIONS

- Requests shall be for activities as described in section 2.
- Such requests must be for activity within the Fife Council area and targeted at Syrian Refugees settling in Fife.
- Requests for running costs may be considered where there is a clear demonstration and evidence of benefit to Syrian Refugees.
- Funds shall be open to as many qualifying applications as possible, in order to maximise the community benefit provided by these funds. This is interpreted as offering opportunities to purchase small items of equipment and for properly governed organisations to bring forward their projects for the use of funds.
- Applicants must clearly demonstrate how they will provide better support to integrate Syrian Refugees in Fife and demonstrate complementarity with statutory provision, avoiding duplication with any existing service provision.
- There shall be no discrimination against any legally identified protected characteristic.
- Funding must be spent within a defined time period, and certainly not more than 12 months after starting it or receiving the funding.
- Organisations must successfully complete Fife Voluntary Action's Organisational Healthcheck before any funding can be released. Fife Voluntary Action will use their sole discretion to determine what successful completion means based on information provided and a risk assessment.

Syrian Refugee Resettlement Support Fund

APPLICATION FORM

1. WHAT IS YOUR ORGANISATION'S NAME AND ADDRESS?

Organisation Name

Organisation Address

Postcode

Name of Main Contact

E-mail Address

Telephone Number

Daytime	Evening
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2. ADDITIONAL FUNDING

Will the Project require additional funding?

Yes

No

If so, please give details of how this will be secured:

Syrian Refugee Resettlement Support Fund

3. DETAILS OF YOUR PROPOSED PROJECT

Project Description

Where will the project operate?

How much money do you need?

Who will benefit (please be fairly specific around ages, gender and so on)?

How many people will benefit?

When will the project start and when will it finish?

How will you measure success?

Syrian Refugee Resettlement Support Fund

How have you identified the need for this project and who have you spoken to about it?

Working in Partnership - What other organisations, if any, will be involved?

What experience does your organisation have of delivering a service like this and/or working with this client group?

4. Checklist

Please enclose the following information:

Detailed costings of project including any quotes obtained (optional)

Any further information which would help support the application (optional)

Organisation's governing document, e.g. constitution/Articles of Association (essential)

Completed Fife Voluntary Action Organisational Healthcheck (essential)

Syrian Refugee Resettlement Support Fund

5. Declaration

By signing this declaration you are indicating that you are authorised to apply for a grant from the Syrian Refugee Resettlement Support Fund on the behalf of your organisation. You furthermore acknowledge that if at any stage of the application you make misleading statements or knowingly withhold information this could make your application invalid and your organisation may be held liable to repay any funds to Fife Voluntary Action and/or Fife Council, and may result in a report being made to an appropriate regulatory or enforcement body such as OSCR and/or Police Scotland.

Also, you agree that any grant award made will be subject to the Terms and Conditions, an anonymised example of which is available at:

www.fifevoluntaryaction.org.uk/downloads/SRRSF_Terms.pdf

Name:
Signed:
Position with the Organisation:
Date:

Completed applications should be returned to:

*Syrian Refugee Resettlement Support Fund
Fife Voluntary Action
Craig Mitchell House
Flemington Road
Glenrothes
KY7 5QF*

If you need any help to complete this application form, or have any questions, please contact us on 0800 389 6046 or e-mail info@fifevoluntaryaction.org.uk

To download copies of this documentation, including the organisation healthcheck, please visit: www.fifevoluntaryaction.org.uk/syrian