

Policing and Community Safety Partnership Grant Aid 2026-27

CATEGORY: Community Safety Small Grants Programme

Information for Applicants

PCSP
Community Safety
Small Grants Programme
Guidance Notes 2026-27

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1.0 Introduction

Policing and Community Safety Partnerships

Policing and Community Safety Partnerships (PCSPs) are statutory bodies established under the Justice Act (NI) 2011. There are 11 PCSPs across Northern Ireland, one within each local council area.

Each PCSP consists of a Policing Committee, responsible for specific police monitoring and engagement functions, alongside the wider PCSP which delivers community safety functions.

Community Safety is defined as developing local, partnership-based solutions to address crime, the fear of crime, and anti-social behaviour. PCSPs aim to enable safer, shared, and more confident communities through collaborative working.

What do we do?

Antrim and Newtownabbey PCSP works to improve community safety across the Borough by:

- **Consulting and engaging** with communities to identify concerns relating to policing and community safety.
- **Identifying** and prioritising local issues and developing action plans to address them.
- **Monitoring** policing performance through the Policing Committee and promoting public confidence in policing.
- **Delivering** targeted interventions directly, through delivery groups, or by supporting community-led initiatives.

The PCSP Community Safety Small Grants Programme has been designed to support local, preventative and early-intervention activity that contributes to PCSP priorities, improves confidence in policing, and raises awareness of the PCSP role.

These conditions should be read in conjunction with the [Grant Funding Policy](#)

1.1 Purpose of Grant Programme/Overview of Fund

The PCSP Community Safety Small Grants Programme provides funding to support small-scale, localised community safety initiatives across Antrim and Newtownabbey Borough.

The programme seeks to:

- Address clearly identified local community safety issues
- Encourage partnership working

- Support innovative, preventative, and early-intervention approaches
- Build community capacity and resilience

The PCSP small grants programme has been developed to support the delivery of localised community safety projects across Antrim and Newtownabbey Borough Council area.

The fund seeks to encourage local community-based organisations to deliver community safety localised projects through innovative and appropriate solutions.

Grant Value

Under the PCSP Community Safety Small Grants Programme, eligible organisations may apply for funding of up to **£1,500 per project**.

Funding must be used for eligible expenditure only and all activity must take place between 1 April 2026 and 31 March 2027.

1.2 General Principles

Applications must clearly demonstrate:

- Alignment with one primary community safety theme
- A clearly evidenced local need, supported by data, consultation feedback, or frontline experience
- Measurable and realistic outcomes
- Value for money and cost effectiveness
- Organisational capacity to deliver
- Promotion of PCSP involvement
- Alignment with Council statutory responsibilities, the Corporate Plan, and Community Plan

The fundamental principles of this grant guidance document are:

Funding Award is based on evidenced need

The aim of grant funding is to provide financial support for projects and activities that add benefit to the Borough and contribute to improving the lives of local people and places. The following requirements **MUST** be met to be considered for funding:

- Identify which community safety theme the project will target (Anti-Social Behaviour, Road Safety, Cyber Safety, Hate Crime, Domestic and Sexual Abuse, Drugs and Substance Misuse or Confidence in Policing.)
- Have a clear purpose to the activity based on evidenced need
- Be able to demonstrate how their project meets relevant funding criteria
- Can deliver high quality desired outcomes in a cost-effective manner
- The applicant organisation can demonstrate that it is well run with the capacity to deliver the project as stated
- Outline how they will promote the PCSP through the project
- Reflect the statutory remit of the Council, aligned to the Corporate Plan and Community Plan

Accessibility

Information on all grant funding programmes will be publicly available through the Council's website and proactively promoted across Mailing Lists, Social Media channels and Borough Life. This will include:

- Guidance on completion of relevant grant application
- Grant Management System embedded into Council public facing platform with digital accessibility options available
- Centralised Grant Funding information on Council webpage
- Guidance notes for all individual grant streams
- Point of contact clearly communicated for relevant queries
- Annual Grant Funding calendar made available
- Council reserves the right to request further information or clarification on any request for support and to share information on support with other funders.
- To be eligible for funding you must have a Child Protection Policy in place if your project involves, or may involve, children or young people under the age of 18 or a Safeguarding Adult's Policy if your project involves, or may involve vulnerable adults
- Groups seeking support from Council should have a minimum of £2M Public Liability and £10M Employers' Liability in place or be willing to obtain this cover.

Council will strive to ensure the process is user friendly, transparent, and fully inclusive.
Accountability

The Council will always adhere to the Grant Funding policy and guidance criteria outlined within each grant funding programme.

- A clear decision-making process will be utilised, with clear rationale and demonstrable evidence to support funding decisions
- Decision making process will be robust and transparent
- Funding decisions will be approved through Committee and Full Council with details made publicly available
- Unsuccessful applicants will be entitled to receive feedback on their application
- An accessible Appeals process will be communicated as part of each grant's call

1.3 Who can apply?

The process is open to formally constituted groups which are not-for-profit that are transparent, accountable and must be from or operating within the Antrim and Newtownabbey Borough Council area.

Projects **must** take place between

- **1 April 2026 and 31 March 2027**

Any activity outside these timescales will not be eligible for funding.

Only groups which meet these criteria can apply to the PCSP Grants Programme.

If an organisation is satisfied that it is an eligible formally constituted organisation as outlined above, it **MUST** be in a position to meet the following criteria:

- Be based in the Antrim and Newtownabbey Borough Council area or have their main activities based in the Antrim and Newtownabbey Borough Council area.
- Be committed to Equal Opportunities in terms of organisational policies and the delivery of services to those being served or represented.
- Be non-party political and open to the full range of local opinion.
- Have appropriate and adequate insurance cover for all activities.
- Ensure that all group activities abide by the law and that the necessary permissions are obtained for activities from the appropriate body/authority.
- Ensure that Child Protection Policy / Vulnerable Adults Policy and Procedures are in place and adhered to as and when appropriate.
- Have a bank/building society account.
- Be able to produce an annual statement of independently audited or certified accounts or be able to present a bank statement in the case of newly established groups.
- Have arrangements in place for dispersing the group's funds if they dissolve/end.
- Agree to Antrim and Newtownabbey PCSP's promotion, monitoring, evaluation, and training procedures as required.
- Be prepared, if requested, to showcase your project to others and PCSP Members via a media your group feels comfortable with, such as slide show, scrap board, story board, video etc.

1.4 What can be funded?

Funding is available for projects that align to **one main** community safety theme.

PCSP appreciate that some projects will address one or more themes, but Applicants must clearly indicate the **primary theme** their project addresses.

Project Themes

- Anti-Social Behaviour
- Road Safety
- Cyber Crime/ Scams Awareness
- Hate Crime Education/Awareness
- Domestic and Sexual Abuse Education/Awareness
- Drugs/Substance Education/Awareness
- Confidence in Policing

Anti-Social Behaviour

Projects that aim to prevent, reduce, or respond to anti-social behaviour through early intervention, diversion, or community engagement.

Example applicant projects may include but are not limited to:

- A diversionary programme for young people focusing on decision-making, consequences of ASB, and positive alternatives.
- Targeted outreach sessions in identified ASB hotspot areas, combining mentoring, sports-based engagement, and community clean-up initiatives.
- Neighbourhood-based mediation or restorative practice workshops supporting residents affected by persistent ASB.

Road Safety

Projects that increase awareness, education, and behaviour change relating to road safety.

Example applicant projects may include but are not limited to:

- Interactive road safety workshops addressing speed awareness, pedestrian safety, and distraction (mobile phone use).
- Practical safety awareness campaigns for electric scooter users, including high-visibility equipment demonstrations and lawful use guidance.
- Community road safety events

Cyber Crime / Scams Awareness

Projects that improve digital safety awareness and reduce vulnerability to scams.

Example applicant projects may include but are not limited to:

- A structured digital safety programme for older people covering phishing, online banking safety, and social media scams.
- Drop-in advice sessions delivered with community partners to support victims of cybercrime/scams.
- Workshops for people with limited digital confidence.

Hate Crime Education / Awareness

Projects that raise understanding of hate crime, improve reporting, and promote community cohesion.

Example applicant projects may include but are not limited to:

- Facilitated community dialogue sessions promoting community cohesion.
- Educational workshops explaining hate crime categories, reporting pathways, and support services.
- Creative engagement projects (e.g. art, storytelling) highlighting lived experiences and promoting tolerance.

Domestic and Sexual Abuse Education / Awareness

Projects focused on prevention, awareness, and signposting to support services.

Example applicant projects may include but are not limited to:

- Awareness workshops using the Antrim and Newtownabbey Domestic and Sexual Abuse Community Toolkit.
- Targeted sessions for community groups on recognising signs of abuse and safe reporting pathways.

Drugs and Substance Misuse Education / Awareness

Projects that promote prevention, informed choices, and positive behaviours.

Example applicant projects may include but are not limited to:

- Age-appropriate educational programmes for young people addressing substance misuse risks and resilience-building.
- Parent/carer information sessions on emerging drug trends and support services.

Confidence in Policing

Projects that strengthen relationships between communities and PSNI.

Example applicant projects may include but are not limited to:

- Youth engagement programmes with local police
- Community-police engagement events focused on problem-solving and trust-building.
- Innovative engagement with under-represented or hard-to-reach groups.

Applicants must clearly explain how their project will deliver outcomes against the chosen theme and demonstrate feasibility within the funding period.

All of the above are examples and applicants should evidence why their project is relevant and deliverable against their specified community safety theme. The PCSP welcomes applications that are original and innovative.

Project activity can be a one-off event or delivered over the course of the year (01 April 2026- 31 March 2027).

Examples of Eligible Expenditure

Title	Community Safety Small Grants Programme – up to £1,500
Eligible Items	<ul style="list-style-type: none"> • Room/venue hire • Facilitation costs/Coaching/Training/Tutor costs • Training / Capacity building costs • Hospitality (£25.00 maximum per head, per day) • Advertising/publicity/newsletters/website development, maintenance and hosting (relating specifically to programme) • Stationery • Promotional material (flyers, leaflets, cards) • Internet or telephone costs (account in applicant's name) • Transport hire • Hire of entertainment (to include inflatables) • Hire of infrastructural items (PA/electronic equipment/staging) • Trips/entrance fees (must be within the Antrim and Newtownabbey Borough) • Travel relating specifically to project/programme • Access NI checks • Public and employer's liability insurance • Purchase of materials and essential small items of equipment up to a maximum of £500 per annum

	<ul style="list-style-type: none"> • Volunteer expenses (up to a maximum of £10.00 per day: i.e. hospitality or travel to a meeting/conference/event). Proof of expenses will be required.
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1.5 What cannot be funded?

Title	Community Safety Small Grants Programme – up to £1,500
Ineligible Items	<ul style="list-style-type: none"> • Trips/visits outside of the Antrim and Newtownabbey Borough • Signage or permanent banners • Costs related to projects already being delivered by a group • Unrelated professional fees (solicitors, etc.) • Bank charges, loans, deficits or fines or any other financial liabilities • Salary costs. • Professional/Consultancy fees • Rent or hire of group's own facility • Salary costs including seasonal staff • Group members or volunteers cannot benefit financially from this award (except for volunteer expenses) • Purchase of Balloons & single-use plastics • Purchase of flags and bunting without prior approval. • Minibus insurance or rental hire for groups won bus/transport • Alcohol

1.6 Exclusions

Council will not normally fund the following: -

- Costs associated with projects operating outside of the Borough Council area. Trips should be (where possible) to locations/businesses/organisations within the Borough.
- Applications for specific projects which are clearly the responsibility of another statutory organisation.
- Retrospective expenditure.
- Applications received after the closing date specified in the public advertisement.
- For profit enterprises.
- Costs that are already covered by other sources of funding. i.e. if any project/activity that would have taken place without the PCSP Community Safety Grant.
- Organisations that can share out profits to individuals, members or shareholders.
- Charity, fundraising events and donations.
- Individuals.
- Costs that are not clearly linked to the project.

- Projects that provide no significant benefit to the Antrim and Newtownabbey Borough Council area.
- Projects that duplicate what already exists.
- Projects that are not in line with Antrim and Newtownabbey Borough Council policies.
- Individuals involved in the delivery of the project, that is, staff, volunteers or board members of the applicant organisation, cannot benefit personally from the award of this grant. This means that they cannot be paid for the provision of goods or services from the grant.
- It is unlikely that you will receive funding if you have previously received a grant from us that was not managed in accordance with the terms and conditions of the Letter of Offer.

2.0 How to answer the questions?

2.1 Information about your organisation

This section of the application form gathers information about your organisation, including contact details and insight on the purpose and work of your organisation, which will enable the assessment process to check eligibility.

2.2 Project Proposal

This section of the application form gathers information about your project proposal what you want to do and why. This is the part of the form where you must clearly and sufficiently demonstrate which theme your project mainly addresses, how and why there is a need for your project, what beneficial outcomes will be created and how this fits with the [PCSP Action Plan 2025-26](#)

This section allows you to detail why you think this project approach will work for the proportionate impact you plan to make. The assessment process will focus on the quality, impact and investment effectiveness of each proposal.

Applicants should clearly outline:

- What the project will do
- Why the project is needed (local evidence)
- Who will benefit and how many people
- What difference the project will make

Strong applications will:

- Reference local data, consultation feedback, or professional insight
- Clearly link outcomes to PCSP priorities/themes
- Demonstrate proportionate impact for the funding requested

You might reference, for example, evidence of your approach, or how your proposal is an innovative way to reach more people or make a greater impact on a smaller number of participants.

2.3 Project Delivery

This section of the application form is where you detail how you are going to deliver the project. It includes timescales and your budget (how grant funding will be used and on what).

You will be asked to think about how you will manage any potential risks to delivery, how you will match fund the project and how you might capture the impact of your projects.

3.0 How we assess and score your application

A panel will evaluate eligible applications against the category criteria. Applicants will be notified via email detailing the outcome of the application.

Each application will be considered on its own merits. To deliver the programme's aim and general principles, Applicants will need to demonstrate how their project meets the appropriate criteria. It is important to remember that the application will be assessed ONLY on the information provided in the application form and specifically in the box relating to the question asked. Any information that you do not include or that is contained in other parts of the application form will not be considered. Therefore, you MUST demonstrate how you meet the essential criteria as set out in these guidelines in the application.

3.1 Eligibility assessment

Applications received by the PCSP will be logged and undergo eligibility checks. If eligibility information is missing at this point, you will be contacted and given 10 days to submit the missing information. Failure to provide all necessary eligibility information and complete forms as required will mean your application will not go forward for assessment in the current funding call.

3.2 Assessment and scoring

All application passing the eligibility check will then proceed to full project assessment and scoring carried out using the following pre-set criteria. Projects under 60% will not be recommended for funding.

However, a score equivalent to 60% or above will not necessarily guarantee funding as applications will be scored and ranked with funding available awarded to the highest ranked projects.

Criteria What are we looking for?	Score Available	Weighted Value	Weighted Score
Project Description, how it fits the theme applied for within Section 1.4 of the Guidance Notes	10	X3	30

How the need for the project was established and how the project will fulfil this need	10	X2	20
Investment effectiveness (including value for money) of the project	10	X2	20
Partnership Working/Collaboration – Will your project work with PSNI, other statutory sector organisations, community and voluntary groups, have a cross-community aspect.	10	X2	20
Innovation and Creativity – Will your project implement a new way of working, engage with under-represented groups, create ways of sharing space.	10	X1	10

3.3 What happens if an application is successful?

- 3.3.1 In the event of a successful application a Letter of Offer will be issued together with procurement guidance and details of the claim process.
- 3.3.2 The Letter of Offer must be signed and returned within 10 days with the Grant recipient to provide details of a designated bank account for all transactions relevant to the funding.
- 3.3.3 The Grant shall be used only for the purposes of the Project as defined by the Applicant in the application form or variations, which the PCSP has agreed to fund.
- 3.3.4 The PCSP reserves the right to withhold any or all of the payments and/or require the Grant Recipient to repay part or all of the Grant if the PCSP deems there to be a substantial or material change in the nature, scale or timing of the Project, or if the Grant is used for purposes other than those specified in the application or agreed variations.
- 3.3.5 Grant payments will be paid 50% up front and 50% following submission and approval of completed Project Grant Claims. Claim forms must be supported by original receipts and supporting bank statements. Payment will be dependent upon fully acceptable documentation being in place to support the claim.
- 3.3.6 The PCSP will close the grant after verification of satisfactory receipts and evidence of payment i.e. bank statements. Claims must for the items specified in the Letter of Offer. Items paid for in CASH will not be reimbursed.
- 3.3.7 Payment will only be released to a group bank account and that account is the same as the details on the application and supporting documentation.
- 3.3.8 The PCSP reserves the right to terminate or suspend authorisation of Grant Payments and/or to withhold any or all the financial assistance should the Project not be delivered in line with this offer of Grant Aid.

3.3.9 To meet Council's audit requirements, when making a claim, applicants should retain copies of receipts and evidence of payments made in the form of Bank statements/credit cards.

3.4 Monitoring and reporting

If your project receives grant support, you will be in receipt of public funding, and this must be accountable. Monitoring and reporting are an essential requirement for you in delivering your project.

The PCSP will also ask all organisations for auditing purposes, to check how the grant was spent and that the terms and conditions of the funding were met. You will be contacted by a PCSP officer, and you will be asked to provide invoices and bank statements for all the items you are claiming through the grant.

If your project does not meet its targets and outcomes, we can review and reduce the amount of funding awarded.

If any information in the application, monitoring or supporting information is found to be untrue or misleading, we will withdraw any grant. If we have already paid part of a grant to your organisation, you must repay it. This will have implications for any future applications or requests for funding. We may also review grants made to your organisation in the past.

If your project receives funding you will be required at completion to submit an Outcome Based Accountability Report Card and you will be required to measure the following against your project:

- How much did we do?
- How well did we do it?
- Is anyone better off?

3.5 Marketing and promotion

The Grant Recipient shall acknowledge the contribution made by the PCSP and Council in all relevant publicity materials including brochures, leaflets, newspaper articles etc. The PCSP and Council shall be entitled to publish details of the assistance referred to in this letter at such times and in such manner as is necessary without further agreement from the Grant Recipient. It is important to note that logos should be of a reasonable size and retain their original perspective. All promotional materials should be approved **in advance** by the PCSP at pcsp@antrimandnewtownabbey.gov.uk

3.6 Breach of Letter of Offer and Claw-Back arrangements

If the Grant Purpose ceases to be carried out during the relevant Grant Period as a result of any act, omission or default on the part of the grant Applicant organisation, including any breach of the terms and conditions contained within the Letter of Offer, the PCSP will invoke clawback procedures to demand that the Applicant repays in part or full the Grant Funding awarded.

The Applicant will be considered in breach of their funding offer if the following apply – please note this list is not exhaustive: -

- They provide misleading or inaccurate information, by accident or deliberate during the application process
- Members of the organisation funded, including volunteers and staff at any time during the project act dishonestly or negligently causing directly or indirectly any detriment to the activity or bring into disrepute the reputation of the PCSP/Council by association through funding award(s)
- The organisation funded is in receipt of duplicate funding from any other source for any element of the activity
- The organisation does not take positive steps to ensure equality of opportunity in its employment practices, delivery of and access to services
- The organisation by their own actions makes their facilities and/or activities less inviting to any sections of the community
- There is a change of purpose, benefit, ownership, or recipient, either during the project or within a reasonable period after its completion

Any reported or identified breaches or potential breaches that cannot be resolved to the satisfaction of the PCSP will result in the grant award in part or in full being clawed back by the PCSP.

If funding is withdrawn or clawback procedures invoked the Applicant organisation will have no legal redress to have funding reinstated. The decision of PCSP in this case will be final.

Additionally

1. Organisations:

- Must send in the monitoring and evaluation forms within the agreed timescales.
- No aspect of the activity being funded should be party political in intention, use or presentation; or likely to be perceived as discriminatory on grounds of religion, colour, race, gender, or ethnicity.

3.7 What happens if an application is unsuccessful?

If you are unsuccessful in your application, you will be sent the broad reasons why you have not received funding. You will receive feedback as to the strengths and weaknesses of your application.

3.8 Appeals procedure

An appeals procedure will be available to unsuccessful applicants. For further information please contact the officers detailed at the end of this document.

3.9 Fraud and Corruption

The Council is committed to the prevention and detection of fraud and the promotion of an anti-fraud culture.

The Council operates a zero-tolerance attitude to fraud and corruption, whether from internal or external sources. The Council requires staff and individuals/organisations that it deals with, to act with honesty and integrity, to safeguard the public resources and to report all suspicions of fraud and corruption.

Every case of alleged or suspected fraud will be thoroughly investigated in accordance with the Anti-Fraud and Corruption Policy and where appropriate, referred to the Police Service of Northern Ireland (PSNI). The Council will also seek to recover any loss suffered because of fraud and if appropriate, will take civil, and/or disciplinary action.

The following relevant policies can be located on the Council website:

Anti- Bribery Policy - April 2023

Anti-Fraud and Corruption Policy - April 2023

Financial Regulations – April 2024

Fraud Response Plan - March 2023

Raising Concerns Policy – November 2023

The Council reserves the right to disallow any other current, pending or future grant applications and claims submitted by an organisation or an individual member of the organisation in respect of the financial year and to apply a moratorium on Council funding to any organisation or individual member of an organisation where fraudulent activity is identified within the current financial year and for at least 2 forthcoming financial years. This will also extend to individuals in receipt or applying for a bursary.

4.0 Application process

Opens	Closes	Assessment Approval	Notification of Outcome	Start Date
6 Feb 2026	13 March 2026	March 2026	March 2026	April 2026

This programme **may** be re-opened later within the 2026 – 2027 financial subject to available budget.

Grant Information Sessions

Interested applicants should book a place at one of the in person/online Grant Information Sessions where officers will take groups through the grant funding available as well as the new application forms and online process. For further information please visit Council's Grants and Funding webpage: <https://antrimandnewtownabbey.gov.uk/residents/grants-funding/>

Contact details:

For further information, please contact: Policing and Community Safety Partnership:
E: pcsp@antrimandnewtownabbey.gov.uk or The Funding Unit
fundingunit@antrimandnewtownabbey.gov.uk

T: 0300 123 4568

Appendix 1

General Data Protection Regulation (GDPR)

Antrim and Newtownabbey Borough Council are entitled to disclose your details to other government agencies and departments and bodies engaged in distributing funds (subject to the terms of the Data Protection Act 1998, known as General Data Protection Regulations GDPR from May 2018).

To process your grant application, applicants are advised that:

- Council use the information you give us on the application form during assessment and for the life of any grant we award you to administer and analyse grants and for our own research.
- Council may give copies of this information to individuals and organisations we consult when assessing applications, when monitoring grants and evaluating the way our funding programmes work and the effect they have. These organisations may include accountants, external evaluators and other organisations or groups involved in delivering the project.
- Council may also share information with other departments, organisations providing match funding and other organisations and individuals with a legitimate interest in applications and grants, or for the prevention or detection of fraud.
- Council might use the data you provide for our own research. We recognise the need to maintain the confidentiality of vulnerable groups and their details will not be made public in any way, except as required by law.