

Payback Sports Facilities Fund

Background

This is a £3m fund. The aim of the fund is to promote the rehabilitation of offenders and help reduce reoffending by maintaining and improving sports amenities available to communities throughout Scotland. This work will utilise the labour of offenders sentenced to unpaid work in the community to upgrade / maintain those facilities. The funding will be provided by the Scottish Government to community justice authorities (CJAs) and through them to local authorities. CJAs and local authorities can cooperate with sportscotland or other delivery agents to ensure that the funding is used effectively and sustainably in accordance with community needs and aspirations. This work may also be suitable for promotion to local sport clubs through both Governing Bodies and Local Sports Associations. CJAs and local authorities should also consider opportunities to work with third sector partners to involve them in work on particular projects. The fund, as well as making an important contribution to the rehabilitation of offenders, will also contribute to addressing a previously identified need within Scotland for a facilities and infrastructure programme for sport. Increased participation in sport, which is enabled by having additional serviceable sports facilities in place, will help communities to sustain and improve their health - one of the aims of the *Healthier Scotland* national objective.

The funding will be allocated to CJAs, up to £375,000 to each. This funding is intended to supplement existing work programmes in a way which provides work suitable for those on community payback orders and which also gives opportunities for worthwhile work of public benefit. The funding is intended to provide improved capacity in the number of available unpaid work placements. This will assist local authorities in starting offenders on unpaid work more quickly and will provide work which can help enhance the skills of offenders. Because the labour of community service / unpaid work offenders is available to local authorities without some of the costs otherwise associated with a labour force, spending will primarily be able to focus on investment that directly contributes towards improving the facilities involved. Work on community sporting facilities could include a diverse range of projects such as: improving football pitches, reconstructing bowling greens, upgrading changing room facilities, resurfacing tennis courts, and other work that improves community sporting assets and infrastructure.

The following objectives have to be met by each project supported by this fund:

- There should be demonstrable and quantifiable community benefit to the scheme (e.g. enhanced usage of the facility).
- The work should where possible enhance the employability of offenders, e.g. through links made to specific training qualifications.
- The facilities should be accessible to local communities and used primarily for a sporting purpose.
- There should be evidence of community support for the project (e.g. through responses to consultation exercises on unpaid work).
- The work to be undertaken by offenders should be considered by criminal justice social workers as suitable for those on a community payback order and should contribute towards achieving the requirements for speed and immediacy under the new CPO legislation and guidance.

Project Process

Information on each project should be submitted to the Scottish Government. The Scottish Government will confirm from examination of the information that each project fulfils the objectives of the fund, as they are outlined above. If the expenditure does fulfil the objectives of the fund then a letter to that effect will then be issued to the relevant CJA Chief Officer. Payment of the funding will then be made, subject to the conditions outlined in that letter, and on receipt of invoices confirming when the expenditure was incurred and providing a breakdown of the costs. Invoices must be submitted to the Scottish Government no later than **1 March 2012**.

All submissions of information must be with the Scottish Government by **16 December 2011**. Projects submitted should not total more than £375,000 per CJA area. There is no requirement to rank or order projects but any expenditure in excess of £375,000 will not be funded. There is not an automatic entitlement to the full £375,000 and only projects that clearly demonstrate how they achieve the objectives of this fund will be supported. CJAs do not have to wait until they have projects totalling £375,000 before submitting details to the Scottish Government: details can be submitted for individual projects or for groups of projects up until the deadline of 16 December 2011. Projects will be considered at the point when details are received. Each submission must be self contained, in that details of any individual project should not span more than one template.

Agreement between local authorities and CJAs as to the projects that form part of their submission should have been secured prior to details being submitted. CJA Boards, led by Conveners, should play a key role in determining the projects that are selected within their local areas, taking into account the views of their communities as they do so. Due regard should be made of the appropriateness of the work offenders are being asked to undertake, to make sure cognisance is taken of the skill levels of those doing the work and also the suitability of the work for those on a community sentence. Scottish Ministers will have final say over whether expenditure on projects meets the high-level objectives of the fund.

Since the money is to be advanced for a specific purpose, only costs directly attributable to that purpose should be included. All submissions received will be considered, in part and in full, as to whether they meet the objectives of the fund so all elements of expenditure will be judged as to whether they contribute to that objective.

Most of the expenditure paid out will be classified as capital expenditure. However, projects where there is an element of staffing or other revenue costs which can be shown to be **integral to the project proceeding** may also be considered.¹

All funding from this source will have to be separately accounted for within CJAs annual accounts and in the Section 27 quarterly grant monitoring returns to the

¹ An example could be: where the majority of work on changing facilities could be undertaken by offenders however £500 of specialist electrical work (of a level of technical expertise beyond that which would typically be expected of those on a community sentence) may have to be brought in to complete the project.

Scottish Government as a separate line (under the “invoices” section, in a way which clearly identifies instances where there are non-capital costs).

Although approval may be granted in 2011/12 to proceed with a project, it is recognised that, given the nature of capital projects, that some may not be completed within the 2011/12 financial year. It is important as part of your submission to make clear in which financial year(s) the expenditure will fall. The Scottish Government may at points throughout the year ask for updates on this expenditure profile. In the event that any expenditure continues beyond 1 April 2012 and into the 2012/3 financial year, there will be a facility available within the Scottish Government to make further payments for that 2012/13 expenditure. However, that process will be contingent on accurate forecasting and monitoring taking place in-year during 2011/12 so that appropriate planning arrangements can be made to extend this funding into the following year.

Any CJA area that by the deadline date of 16 December 2011 has not submitted any projects to the Scottish Government or has submitted details of projects for an amount less than the full £375,000 will not have a further opportunity in the 2011/12 financial year to submit *unsolicited* projects to be considered for this funding. Scottish Ministers will consider on a case-by-case basis whether any CJAs where projects have not met the objectives of the fund will have a further opportunity to revise aspects of their projects and re-submit them within this financial year. This judgement will again be made on the extent to which projects as submitted fulfil the objectives of the fund and whether with further work they would be suitable.

If any CJA area has not submitted details amounting to its full allocation by 16 December 2011 then it will have an opportunity to submit projects in 2012/13 for any remaining amount up to the £375, 000 limit.

For any queries or to send completed submissions, please complete the details in the application form below and forward to the Scottish Government Community Justice Division for the attention of Graham Robertson at: GWR, St Andrew’s House, Regent Road, Edinburgh, EH1 3DG.

Payback Sports Facilities Fund
Template

1. In the box below please list the total expenditure for your CJA area as a whole on the project(s) covered within this submission. [All figures in this application should exclude reclaimable VAT].

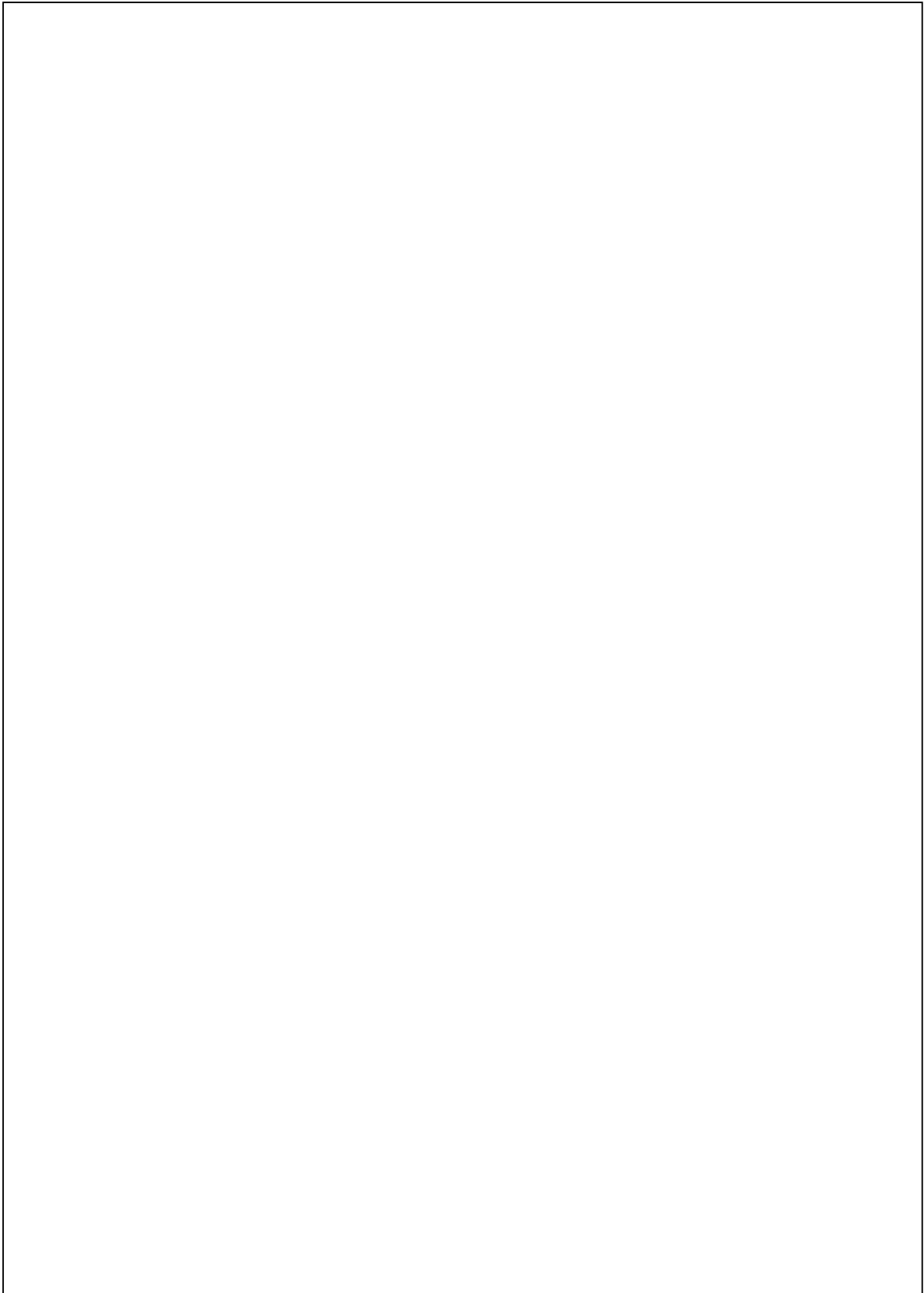
2. In the box below please provide a breakdown of how that total is made-up between the one or more projects involved. The breakdown should show figures to a de minimis level of unit of £1000. Please also include details of which local authority area the project is situated in e.g:

Project 1 Local Authority A. Refurbishment of 1,156m² bowling green - £64,944

Comprising:

Details	Qty	Cost/M2	SubTotal	Total
Earthworks	2	£6000	£12,000	£x...
Drainage	1			
Gravel layer	1			
Grit Layer	1			
Sand layer	1			
Rootzone layer	1			
Etc.				

3. Please provide evidence, for each project, that it will meet the objectives of the fund by providing demonstrable and quantifiable community benefit. (Please also indicate in which local authority area the project is located).

A large, empty rectangular box with a thin black border, intended for providing evidence and details for each project as requested in the text above. The box is currently blank.

4. Please provide evidence, for each project, that it will meet the objectives of the fund by providing demonstrable and quantifiable improvement in relation to the employability of offenders.

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5. Please provide evidence, for each project, that it will meet the objectives of the fund by providing demonstrable and quantifiable benefit in relation to accessibility of the facilities by the local communities for a sporting purpose.

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6. Please provide evidence, for each project, that it will meet the objectives of the fund by providing demonstrable and quantifiable evidence of community support for the project.

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7. Please provide evidence, for each project, that it will meet the objectives of the fund by providing demonstrable and quantifiable evidence in relation to the suitability of the work for those on a community payback order and the contribution this work will make towards achieving the requirements for speed and immediacy under the new CPO legislation and guidance.

A large, empty rectangular box with a thin black border, intended for providing evidence for each project. The box is currently blank.

8. Please indicated profile of expenditure (showing how that expenditure is broken down between all projects) and how much you expect to spend in the 2011/12 financial year?

April 2011	May 2011	June 2011	July 2011	Aug 2011	Sept 2011	Oct 2011	Nov 2011	Dec 2011	Jan 2012	Feb 2012	March 2012

9. Please indicate in the box below expenditure on any of your projects (clearly identifying to which project your response refers) will fall into 2012/13 and the reasons for that timing.

Any expenditure in 2012/13	Reasons