

# Commissioner Community Grant Scheme Budget Guidance



Budget Heading	WE WILL Fund	WE MAY Fund	WE WILL NOT Fund
<b>EMPLOYEES</b> Detail the hourly rate, number of hours to be worked, confirmation of appropriate qualifications/experience	Staff costs (excluding pension costs) for <b>new or existing projects to develop their work</b>		<b>Contributions to ongoing</b> staff costs and <b>ongoing</b> volunteer expenses including holiday and sickness pay
	<b>Volunteer expenses</b> where no other funding is available to meet existing costs		<b>Pension costs</b>
<b>PREMISES</b>	<b>The cost of room hire/facilities</b> in premises <b>other than those belonging to/currently being occupied by the project</b>		Works to buildings and premises <b>belonging to statutory bodies/profit making organisations</b>
			CCTV, Security Alarms to buildings Reimbursing applicant for hire of their <b>own/occupied premises or facilities</b>
<b>TRANSPORT</b> Provide basis of the costing e.g. car mileage rate, mini bus hire	Public transport costs, car mileage (local government rate), mini bus hire		Purchase of a vehicle
<b>SUPPLIES &amp; SERVICES</b>	<b>Structured educational trips, visits and activities</b> (the venue and educational content of any trip must be specified, directly address the Commissioner priorities and be within South Yorkshire)	Short term events <b>to address a specific problem</b> during a specific period	<b>One off events</b> such as gala's, trips to the coast or theme parks. <b>General youth provision and/or social activities.</b> Activities which are part of a <b>statutory obligation</b> e.g. street lighting
	Sports equipment, for new or existing project <b>to develop their work</b> for example boxing gloves, gym equipment, portable goal posts	<b>Hardware equipment</b> (computers, printers, cameras, etc) <b>when it can be demonstrated</b> that this is integral to the project  <b>Items of personal clothing</b> such as sports kits for <b>newly established groups</b>	<b>Items of personal clothing</b> such as sports kits for <b>established groups</b>
	Materials, publicity (must include PCC logo)		<b>Ongoing</b> running costs such as rent payments, insurance, utility costs etc Membership fees, subscriptions Management Fees/Project Management Fees/Admin Fees
	*Expenditure incurred obtaining <b>Police Checks</b> (Please refer to <i>Standard Conditions</i> working with young people)		Provision of bonds, 3rd party grant making  Evaluation/Feasibility studies

**The following costs are not Eligible Expenditure:** Payments that support activity intended to influence or attempt to influence Parliament, government or political parties, or attempting to influence the awarding or renewal of contracts and grants, or attempting to influence legislative or regulatory action