

# Programmes and Grants Funding Policy 2023-2027

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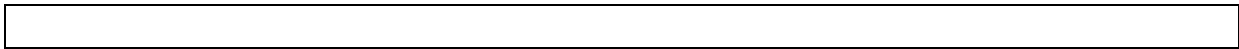
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# PROBATION BOARD FOR NORTHERN IRELAND

## Programme and Grant Funding Policy

### 1. Introduction

The Probation Board (NI) Order 1982 Article 4 (2) allows PBNI to allocate funding to voluntary organisations or any other persons (including government departments and public bodies). The exercise of this legal ability is discretionary on the part of the Probation Board for Northern Ireland (PBNI).

PBNI aims to change the lives of those who have offended and thereby create safer communities. In carrying out this work, PBNI works collaboratively with others, including the Community and Voluntary Sector (CVS). In this context, PBNI acknowledges the value, commitment and expertise of partners. This policy puts in place an allocation framework for the distribution of funding to support PBNI's role in helping to make communities safer in Northern Ireland.

### 2. Objectives

2.1 PBNI will utilise its budget to fund initiatives that provide non-core, secondary services to support PBNI's core statutory work and services with adjudicated offenders.

2.2 The framework for the distribution of funding has four means for the allocation of funding:

2.2.1 Commissioned Programmes: For PBNI priority secondary services, these may be commissioned via either a targeted or open call for service providers encompassing both the private sector and Community and Voluntary Sector. The funding duration will be for an initial one-year period, with the option of extension subject to satisfactory performance, demonstrable need for the service and budget availability.

2.2.2 Grant Aid: For small scale projects where grantees will be sought exclusively from the Community and Voluntary Sector. The funding duration will be for an initial one-year period, with the option of extension subject to satisfactory performance, demonstrable need for the project and budget availability. This does not include the Community Service Grants Scheme which is renewed on an annual basis.

### 2.2.3 Funding through Strategic Partnerships:

- a. PBNI may enter into joint procurement arrangements with strategic partners such as the Department of Justice (DoJ) including the Assets Recovery Scheme, the Northern Ireland Prison Service (NIPS) and the Youth Justice Agency (YJA). Services contracted will be processed through the Central Procurement Directorate (CPD) or the ARCS process. The funding period will be as per 2.2.1.
- b. PBNI may enter into a match funding relationship with non-statutory partner(s). This arrangement may also involve other statutory partners. PBNI will only commit on an annual basis, subject to PBNI's overall budgetary situation and performance respectively.

2.2.4 Contingency Provision: PBNI may provide short-term funding to community and voluntary organisation(s) as a contingency in circumstances where funding timelines are uncertain or business needs change. This funding would be provided on a contingency basis to support services closely aligned to PBNI's statutory functions (for example, community service).

## 3. Governance

- 3.1 As per the requirements of the 'Financial Memorandum for the Probation Board for Northern Ireland', PBNI shall ensure that good governance arrangements are in place and complied with in respect of expenditure. Providers must sign a contract and Data Processing Agreement, and regularly report on performance as set out in the Procedures.
- 3.2 The governance arrangements for funding are detailed in a supporting Procedures document: 'Programme and Grant Funding Procedures'.
- 3.3 Applications for funding will not be considered for activities of a political or religious nature; or the provision of primary services that another department has a statutory duty to provide.

## 4. Purpose

- 4.1 To acquire specialist services from voluntary organisations and other bodies that PBNI does not possess; in order to reduce reoffending, and tackle the underlying causes of offending.
- 4.2 To give effect to Article 4(2) of the Probation Board (NI) Order 1982 (See 12.1), a proportion of PBNI's budget may be utilised to provide funding to organisations which can provide secondary services for individuals under Probation supervision.
- 4.2 The proportion, if any, of PBNI's budget allocated to this scheme will be determined annually on the basis of operational priorities and affordability.

## **5. Policy Scope**

5.1 The funding allocation framework is in line with PBNI's Corporate Plans. The Board will set priorities for funding, which will inform any calls for applications to address, for example,

- Employment, accommodation, addictions, mental health, Restorative Justice.

## **6. Policy Outcome (Benefits)**

6.1 The creation of a framework for the allocation of funding to the Community and Voluntary Sector, and other bodies in Northern Ireland, who will provide additional support services to PBNI service users, to reduce reoffending.

6.2 The delivery of secondary services to people, supervised by PBNI, by way of enhancing desistance and promoting safer communities.

## **7. Policy Principles**

PBNI will ensure that the process through which funding is allocated is equitable and transparent, does not either directly or indirectly discriminate and complies with audit requirements and our statutory responsibility under Section 75 of the Northern Ireland Act 1998.

## **8. Risks**

Risks associated with non-compliance with the policy and procedures include:

- a. Financial impropriety
- b. Health and Safety risks to service users referred to services
- c. Reputational damage through poor quality services, non-compliance with Equality, Good Relations, Human Rights and Race Relations legislation
- d. Breaches of Data Protection and Freedom of Information Acts
- e. Non-compliance with Safeguarding legislation

Actions to address these risks are incorporated into the Procedures documents.

## **9. Resources**

9.1 The proportion of PBNI's budget allocated to this scheme will be determined annually on the basis of operational need and affordability.

## **10. Communication and Training**

- 10.1 PBNI will advertise for applications for funding through: PBNI's website and Twitter account respectively, and other relevant methods.

## **11. Procedures and Guidance**

The Roles and Responsibilities of PBNI staff and those from recipient organisations are laid out in the separate Procedures documents.

## **12. Linkages and Legal Basis**

- 12.1 The Probation Board (NI) Order 1982 Article 4 (2) makes and give effect to schemes for the supervision and assistance of offenders and the prevention of crime; enter into arrangements with voluntary organisations or any other persons (including government departments and public bodies) whereby those organisations or persons undertake, on such terms (including terms such as payment by the Board to those organisations or persons) as may be specified in the arrangements. The legislation states:

- i. the provision and maintenance of such hostels and other establishments as are mentioned in sub-paragraphs (a) and (b)
- ii. to give effect to schemes for the supervision and assistance of offenders and the prevention of crime, whether made by those organisations or persons or made by the Board under sub-paragraph (c)

## **13. Equality, Human Rights and Freedom of Information**

- 13.1 This Policy and its supporting Procedures:

- a. Has been equality screened as per schedule 9 (4) (2) (b) of the Northern Ireland Act 1998
- b. Is deemed to be Data Protection and Human Rights compliant
- c. Is suitable for public disclosure in accordance with the Freedom of Information Act 2000

- 13.2 Recipient organisations will be required to be compliant with Equality, Good Relations, Human Rights and Race Relations legislation and have in place equal opportunities and harassment policies.

- 13.3 Recipient organisations will also be responsible for their requirements under data protection legislation and PBNI contract requirements. Recipient organisations must adhere to the requirements of the Data Protection Act 2018 and Freedom of Information Act 2000.

## **14. Monitoring and Evaluation**

14.1 PBNI requires funding recipients to ensure they operate equally and that the service users attending are equally provided for.

14.2 PBNI, in discharging its responsibilities, shall require that funded organisations also:

- a. provide services to a level of quality that meets the Board's requirements and standards
- b. provide regular detailed performance reports of the impact and outcomes of the project funded
- c. use the resources provided for the purposes specified and that value for money is obtained
- d. display the PBNI logo and acknowledge PBNI's funding of the project in documentation and publicity.
- e. PBNI may commission or undertake project evaluations as appropriate.

## **15. Review**

This policy will be reviewed four years after approval or as necessary.

## **16. Non Compliance**

Breaches of this policy by PBNI staff may constitute a disciplinary offence. Failures on the part of a recipient group may lead to claw-back of funding or exclusion from further applications.