

The Project

Project Title	
Address of open space	
When do you anticipate starting works	
Estimated completion date	
Total cost of project	
How much Funding are you requesting?	
Match funding /in-kind contribution?	
Are you the landowner or have permission to carry out the works? Give details	
Have you made plans for its future maintenance? Give details	

1. Please describe exactly what the project will do as fully as possible

Please tell us all about your project and what you want to achieve with this funding.

Site plans, photographs, cost estimates or quotations can be provided. The more information you can provide at this stage will help to assess the application

2. Does the project have local support? Is there an identifiable need for the project?

Include how you identified need for this project (e.g. community consultation)? Did you consult with your group members or the wider community when you were deciding to do this project? Perhaps it was identified in your parish development plan or suggested by local people at a meeting. Please let us know here

Benefits

<p>3. Who will benefit from the project? Particular groups etc.</p>	
<p>4. How many people will benefit? Please try to be specific rather than just "everyone in the area"</p>	
<p>5. Are the beneficiaries specific to the locality or does it have appeal across the Borough?</p>	

6. What are the major outcomes/impacts predicted?

Please include how your project will be of benefit to the wider environment and community and social benefits of your project?

Management

7. Who will make the project happen?

(E.g. management committee, steering group, project manager)

8. Milestones

These are dates that you have set as deadlines for achieving certain activities during your project. Please list key milestones with projected dates

1)		
2)		
3)		
4)		
5)		

Monitoring

9. How and who will monitor your progress with the project

10. Tell us how you will ensure that the people will know that the project exists/will have access to your project and can use the facilities and services provided?

Project Funding

11. Please outline in the table below what you will be spending money on and how you intend to fund the project including the amount of grant you are requesting from the Play and Open Spaces Fund.

Where appropriate, this application should be accompanied by professional estimates, tenders or quotations

Expenditure Item	Amount
Total cost of project	
Funding Source	Amount
Play and Open Spaces Fund request	
Match Funding – give details below	
In Kind Contributions – give details below	
Total source of funding (should be same as total cost of project)	
Please provide details of match funding and in kind contributions mentioned above?	

What would happen if you are unsuccessful in applying for additional funding for this project? Please tick any relevant outcomes	
The project will continue despite the lack of additional funding	
The project will continue but in a much more limited way	
The project will be disbanded	
The project will be postponed until funds from an alternative source are found	
Please provide details for your answer, e.g. if the project will continue but in a limited way, what will this look like?	

Applicant's declaration

I confirm that I have checked this application to ensure that all the information within it is correct and am submitting this project proposal on behalf of my organisation.

Any grant awarded will be used only for the project outlined. We understand we will need to provide monitoring information on the progress of the project and proof of expenditure.

Print Name

Signature

Date