

**CREATING NEW FUTURES**

for Overton, Halfway:

Participatory Budget Application Form

**Would you like a share of £20,000 to help make your neighbourhood a great place to live, work and play?**

Healthy n Happy has been awarded funding by the Scottish Government’s Community Choices Fund to help resource local ideas recently developed in the community plan.

**WHAT CAN THE MONEY BE USED FOR?**

**Great ideas that make a positive and visible difference to your local area/neighbourhood. Your idea must meet at least one of the priorities identified in your local plan and be led by or involve the community.**

These may include:

* Community events
* Activities for adults (like dancing, cooking, fitness classes etc)
* Activities that enhance community pride
* Environmental improvements
* Services and activities for children and young people
* Activities for seniors
* …and much more!

**HOW MUCH CAN YOU ASK FOR?**

Applications are invited up to the amount of **£2000** **(in exceptional cases £3000),** recognising that good ideas don’t need to costs lots of money!

**HOW CAN YOU APPLY?**

We are running this application process through four simple steps:

1. Fill out the application form and send in to **jan@healthynhappy.org.uk**
2. Applications will be assessed to confirm they meet the criteria (see next section)
3. They will then be posted online with an exciting statement about your project
4. Then, you will need to promote your project so it gets liked on social media. Once it achieves the required number of likes (depending on amount you are asking for) – you will receive confirmation of your award!

**APPLYING FOR MY PROJECT**

|  |  |
| --- | --- |
| **Contact/Organisation Name:** |  |
| **Phone:** |  |
| **Email:** |  |
| **Address:** |  |
|  |
| **Postcode:** |  |
|  |
| **What is your idea?** |
|  |
| **£ Requested** | **£** |
| **What do you need and how much will it cost?** | **£** | **List Items** |
| £ |  |
| £ |  |
| £ |  |
| **£** |  |
| **£** |  |
| **£** |  |
| **£** |  |
| **No of volunteers/contributors:** |  |
| **No of people the activity will reach:** |  |
| **Start date:** |  |
| **End date (if you have one):** |  |
|  |  |
| **Tell us how you meet all of the criteria by answering all the questions below** |
| **Tell us what priorities you project will meet, as identified in your local action plan**Please refer here for a copy: <https://www.camglencommunities.org.uk>Or:<https://www.facebook.com/OvertonHalfway/>  |  |
| **How will this make a difference to your community?** |  |
| **Who from the local community is involved and/or supports this project?** **Have you got any information to show that the community supports your idea?** |  |
| **Who will help you with your project (this can be individuals, community groups or local agencies)?** |  |
| **How will your project offer something new, provide added value or enhance an existing activity?** |  |
| **How will you plan to continue and/or sustain your project in the future?** |  |
| **Do you commit to attending the celebratory event in March 2019 and to completing the feedback form and submitting photos when requested?** |  |
|  |
|  |
| **Tell us about your group/organisation** |
|   | **Yes** | **No** |
| **Is your group constituted?** |  |  |
| **Does your group have its own bank account?** |  |  |
| **Is there an accredited organisation that can act as a banker for the project?**  |  |  |

|  |
| --- |
| **Bank Details** |
| **Name of Account:** |  |
| **Branch and Address:** |  |
| **Sort Code:** |  |
| **Account Number:** |  |

**CONDITIONS**

**Please read the following conditions carefully before completing your application:**

* Projects must meet at least one of the local priorities identified in your local plan.
* Projects should be led by and/or involve the community.
* Projects and proposed activity should aim to make **a positive and** **visible difference to your local neighbourhood** by undertaking community activities and/or events, encouraging personal connections and networks and strengthening community engagement.
* Projects will not be funded that aim to deliver what would normally be provided through mainstream and/or statutory budgets.
* Your project must be located in **Overton, Halfway** and/or directly benefit people living in this area.
* Your project must be doing something that is either **new, added value** or **enhances** **an existing activity.**
* Your project must have some **lasting legacy** or be sustainable and this needs to be detailed in the application.
* Individuals and/or groups submitting an online application are responsible for promoting the application and gathering support in order to achieve the agreed number of likes on facebook.
* A grant acceptance form and conditions of grant form must be completed by all successful projects. Funds can only be used for the purposes indicated in the application form unless a formal request has been submitted to amend priorities/expenditure. Receipts should be kept for all goods and services purchased to support the delivery of your project.
* As a condition of funding, a representative from your group will be expected to attend a celebratory event intended to be held in March 2019 to either accept your cheque or feedback on progress to date.
* At the end of the funding period successful applicants will be required to complete a project feedback form, submit photographs highlighting the benefits of your project and on request provide receipts for goods and services purchased to support the delivery of your project. This information will be collated and a full report produced to inform funders and wider stakeholders of progress and developments. Assistance can be provided to help you do this.

|  |
| --- |
| **Office Use Only** |
| Application Number |  |
| Confirmed application meets criteria? |  |
| Application posted to facebook? |  |
| Application successful (number of likes achieved)? |  |
| Application award letter and money paid? |  |
| Project feedback form submitted? |  |