Horsham Blueprint Neighbourhood Forum

REQUEST FOR FUNDING FOR LOCAL COMMUNITY PROJECTS

IN HORSHAM DENNE, FOREST AND TRAFALGAR NEIGHBOURHOODS

Before completing this form please read the separate guidance notes which explain the types of projects for which funding may be considered and the process to be followed.

Remember funding is limited and we wish to spread it among a number of projects of varying sizes over a period of one or two years. The amount of information you can give when completing this initial application form will depend on how far your project has developed. The more information you can give at this stage, and the degree of flexibility over timing of any funding that may be awarded, the better.

Applicant details:

Name of Organisation	
Main Contact Name	
Position Held	
Email	
Telephone	
Contact address	

Consideration will be given as to whether the use of CIL funds would constitute a subsidy under the Subsidy Control Act 2022. Please provide the following information to assist with our assessment. (Further information may be required at a later stage if your bid is successful).

Organisation Type *(e.g. Neighbourhood Council, charity, village hall, sports club/centre, not-for-profit, company limited by guarantee etc.)*	
Company/Charity Number *(if applicable)*	
What is the main purpose of your organisation? Describe the functions/activities of the organisation, including whether you offer goods and services on a market and details thereof.	
How is your organisation funded?	
How is any profit used?	

Project details:

Project reference (if relevant)	
Location/address of project	

Description of the project, including the expected community benefits and how it supports the objectives of the Horsham Town Neighbourhood Plan **(continue on separate sheet as necessary)**	
Who is/will be your lead project manager?	
At what stage is your project: outline plans / detailed estimates / quotations etc	
What is your expected timeline from authority to begin to completion? Please set out the stages. How flexible might this be?	
How will the project be delivered – contractor, volunteers etc	
Total cost of project. Will there be a single payment at completion or staged payments?	
Amount of CIL funding being sought	
Other sources of funding secured, if any	

Does the applicant own the land? **If not, please provide details of the owner and evidence of their consent. Please note that applications will not be considered without this.**	
Is planning permission required or other form of consent required?	
Who will be responsible for maintenance of the project on completion and is there funding in place to secure this?	
Have you consulted with your Neighbourhood Council?	

You will also need to provide the following information:

A copy of your group's constitution and policies - including equal opportunities, safeguarding etc. (if applicable).

Copy of the group's last audited accounts (or one year's projection of income and expenditure for new groups).

Proof of security of tenure (where project involves building work)

Plans or sketches of the project (where applicable).

At least 3 estimates for the proposed work/purchase (if applicable).

Your risk assessment method statement.

Copies of any contracts/agreements entered into regarding the project; including evidence of consent or approval to demonstrate that you have permission, consent, approval including landowner's or landlord's consent, eg planning permission, building regulations approval, highway authority approval, landlords consent, owner's consent.

Please note that your application should be directed to Blueprint Neighbourhood Forum by email to horshamblueprint@gmail.com