

# **Voice Your Choice: Eastfield 2010. Information for Applicants**

## **What is the Voice Your Choice?**

Eastfield Parish Council has allocated funding to address local priorities through a process known as "participatory budgeting".

Participatory Budgeting is a new way of giving local people real choices about how money is spent in their local area.

Organisations are asked to submit bids for projects which meet local priorities and then local residents will vote for the projects they think will make most difference to life in Eastfield.

The projects with the most votes will be the ones that receive the funding.

## **How much funding is available?**

Eastfield Parish Council has agreed to put £10k of its own funding into the pot.

## **What are the Priorities for the Fund?**

Projects must benefit residents in Eastfield.

Applications are invited for activities that promote the well-being of Eastfield

## **Any other criteria?**

- The maximum application from this fund is £2,000 the minimum amount is £200
- To be eligible, applications must be on behalf of a properly constituted body or a host organisation that would act as banker
- Applications are welcome from public, voluntary and community organisations. The fund can not be used as a substitute for mainstream funding for public organisations and applications from faith groups must demonstrate wider community benefit.
- Organisations dealing with children or vulnerable adults must have a child protection policy.
- Claims will be made upon production of paid invoices; alternative arrangements may be available for smaller groups. (Please contact the VYC Steering Group)

## **How will decisions be made?**

The details of the event are still being finalised and applicants will be given plenty of notice of the arrangements and what they need to do.

Decisions will be made at a decision making event which will be held on the 17<sup>th</sup> July. At this event there will be opportunities for local residents to receive information about the projects and vote for the project(s) they would most like to see funded. This event will involve project applicants giving a simple (and brief) presentation about their project and answering any questions about their project.

## **How do I apply?**

- 1) Complete the **application form** attached.
- 2) Complete the **project summary**. This is the information about your projects that will be available to residents both at the decision day and prior to this to publicise the event. This provides an easy to read summary of what your project will provide for residents of Eastfield.

The above information needs to be completed and returned by **Noon on the 30th May 2010** to:-

Chris Parsons,  
Chairperson Voice Your Choice Steering Group,  
Unit 12, Link Centre,  
Link Walk,  
Eastfield,  
Scarborough  
YO11 3LR  
[eastfieldpact@tiscali.co.uk](mailto:eastfieldpact@tiscali.co.uk)  
Tel: 01723 860751

## GUIDANCE NOTES

- (a) All parties wishing to request Voice Your Choice funding for a project or activity must use this form. The following guidance notes (1) to (13) refer to the form overleaf on which the same numbering is used:-
- (1) Name of Organisation/Group.
  - (2) Your name and address.
  - (3) Please state main contact details of project leader.
  - (4) Please give details of your project
  - (5) Tell us how your project will make a difference to the well-being of the Eastfield community.
  - (6) Please tell us where the project will be delivered, who will benefit and how will the project be promoted
  - (7) Please indicate the proposed start and completion date of project. Please note projects should normally start within 4 months of funding being approved, unless a specified alternative date has been agreed, and completed within 8 months of funding being granted.
  - (8) Estimate how many local people will benefit (please note there is no minimum requirement).
  - (9)
    - a. Please give information about anyone you have consulted with about your project.
    - b. Tell us about other partner organisations working with you on your project and their involvement.
  - (10) You must indicate whether the project involves working with children and/or vulnerable adults and have relevant policies and procedures in place.
  - (11) List all project costs. Please indicate clearly the total cost of the project.
  - (12) Please state the total amount of grant requested. Grants will be considered for a range **of £200 to £2,000.**
  - (13) Projects need to have all funding in place so that they can be delivered within 8 months of funding being approved. Please list all sources of match funding which have been secured. It is not a requirement to have match funding, although it may strengthen your application if it includes other sources of funding.

## **Project Summary**

This is the information about your projects that will be available to residents both at the decision day and prior to this to publicise the event. This provides an easy to read summary of what your project will provide for residents of Scarborough.

## **General information**

- (a) Should the application be successful, the organisation/group may be required to be involved in publicity for the project with Members of the Voice Your Choice Eastfield Steering Group
- (b) The grant will remain available for a period of 8 months. If no claim is made during this period, the money will go back into the budget.
- (c) It is a condition of awarding a grant, that the successful applicant is required to complete a questionnaire relating to the grant process and provide updates on progress.
- (d) All requests for funding must be submitted on this form to Unit 12, Link Centre, Link Walk, Eastfield, Scarborough YO11 3LR

## **Voice Your Choice: Eastfield 2010. Project Summary**

Project Name and name of organisation/group that will deliver the project.

Describe what your project will do and how it will benefit residents of Eastfield. (max. 100 words)

Where will your project be delivered? (max 20 words)

Which theme will your project come under and how will it address well-being?

When will your project start?

How much grant are you requesting?

How much will your project cost in total? (Provide a breakdown of key project costs)