

## Sustainable Development Fund Application Form

This application form is to apply for a grant from the Tamar Valley AONB Sustainable Development Fund. Please refer carefully to the guidance information about the scheme which is provided to help you. Please discuss your ideas with the AONB office, who will be able to offer advice and confirmation that your project is eligible before you start filling in this form – thank you.

### About you

1. Name of organisation

2. Name of person applying

Role or job title

3. Contact Address

Postcode

4. Daytime telephone number

E-mail address

5. Please provide the following information – tick all boxes that apply:

Are you a:

Voluntary Organisation or Community Group

Public Sector (including Parish Councils)

Registered charity

Private individual

Private company or business

Other (please state)

	Yes	No
Does your organisation have a formal constitution?	<input type="checkbox"/>	<input type="checkbox"/>

Does your organisation have a bank account?	<input type="checkbox"/>	<input type="checkbox"/>
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Are you registered for VAT?	<input type="checkbox"/>	<input type="checkbox"/>
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**About your project**

6. Name of project

7. Description of project (Additional information, such as plans, may be attached to this form)

8. What are you hoping to achieve? (Please describe the specific project outputs/outcomes)

9. How will your project meet the criteria for eligibility for the Sustainable Development Fund? (Refer to S.3a of the guidance note).

10. How does your project minimise negative environmental, social and/or economic impacts? Does it help to mitigate the impact of climate change? (Refer to S.3b of the guidance note).

11. Who will benefit? (Is the project targeted towards benefiting or involving any particular groups of people, e.g. young people, women etc? If so, please provide details)

12. Who will maintain the completed project and how will this be funded in the future?

13. Does the project link to local strategies (e.g. AONB Management Plan, Community Strategies, Local Nature Partnership prospectus) or other projects?

14. What evidence do you have of community support and/or need for this project? (e.g. Parish Plans, Feasibility Studies, Consultation Exercises)

15. What previous relevant experience and/or skills do you or your organisation have in managing this kind of project?

16. Location of project (with Ordnance Survey Grid Reference if appropriate – or geographical coverage)

17. Is any permission required before the scheme can be implemented (e.g. planning permission, ownership of site, etc)? Please say what is needed and when it will be agreed. (Grant will generally not be offered until relevant permissions and consents are obtained).

18. Timetable for project (please note that all projects should be able to make a final claim by 31<sup>st</sup>: December 14)

Likely start date (Month/Year)

Likely end date (Month/Year)

19. Measuring the success of the project (continue on another page if necessary):

Aim	Action	Estimated Timetable	Measure of Success
<p><i>EXAMPLE:</i></p> <p><i>Improve wildlife habitat features</i></p>	<p><i>Design and create wildlife pond</i></p>	<p><i>September to October 2014</i></p>	<p><i>Wildlife survey and number of school group visits</i></p>

**Project budget**

20. Please estimate the cost of the project (only include VAT if you are unable to reclaim it)

Item or works	Cash or in-kind?	Value £
	<b>Total cost:</b>	

21. Please list the expected funding for the project

Source or partner organisation	Applied for/ Confirmed/ Possible	Cash or in-kind?	Value £
<b>Amount sought from the Sustainable Development Fund</b>		<b>Cash</b>	
		<b>Total income:</b>	

22. Please list any other project partners and briefly describe their involvement.

**Please enclose any supporting information with your application.**

Please read and sign the following statement:

“I certify that that all the information provided in this application is true to the best of my knowledge. I understand that any misleading statements whether deliberate or accidental could make the application invalid and therefore make the applicant liable for the return of any money”

Signature

Name printed in block capitals

Date

**IMPORTANT – All applications must be received by 30<sup>th</sup> June 2017. The Grant Advisory Panel will meet in July to consider all the grant applications. Applicants will be notified of decisions by the 7<sup>th</sup> August 2017.**

**ALL PROJECTS MUST MAKE THEIR FINAL CLAIM FOR RETROSPECTIVE GRANT PAYMENT BY 31<sup>st</sup> December 2017. Claims received after this date might not be paid.**

### **Contact Details**

Please return this completed application form to:

Tamar Valley AONB  
FAO Donna Watterson  
Tamar Valley Centre  
Cemetery Road  
Drakewalls  
Cornwall PL18 9FE

e. [dwatterson@tamarvalley.org.uk](mailto:d watterson@tamarvalley.org.uk)

w. [www.tamarvalley.org.uk](http://www.tamarvalley.org.uk)

t/f. 01822 835030

### **For Office Use:**

Project reference number	TV-SDF:
Date application form received	
Outcome	
Date decision made	
Date letter sent	
Conditions (Y/N) <attach>	