



## **Taunton Charter Trustees Unparished Area Precept Bid Application Form**

### **Applicant Details**

Date of Bid:
Name of bidder:
Type of bidder (for example Charity or Community Interest Company):
Charity Number (if applicable):
Contact details:
What are the range of activities that your organisation undertakes?
Annual Income & Expenditure (please attach a copy of your accounts for the last full year):

## Scheme Details

What is the scheme? What will it do? What is the community need?

Where will the scheme be located? Does it provide a benefit to the Unparished Area of Taunton specifically?

What is the lifetime of this scheme / project expected to be?

Who will benefit from your project? What social, environmental or economic benefits will your project provide? Include benefits for local people and the wider community.



## Expected Costs of the Scheme

How much is this likely to cost to create? Please provide details


Have other sources of funding been pursued? If so, which ones? (E.g. Match Funding)


How will you ensure your project is financially sustainable into the future? How will you meet ongoing costs?


Please describe how your project delivers good value for money? Is it cost effective? What value is added through the use of volunteers, contributions in kind or match funding.


Was money made available from these funds? **YES / NO**

If so, how much?

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If not, why not?

Have you received any funding from the Taunton Charter Trustees, Somerset West and Taunton Council or Somerset West and Taunton Lottery in the last 3 years?

### Revenue Costs

What extra revenue implications are attached to this scheme? Include things like maintenance, insurance, upkeep.

What is the likely <b>total lifetime</b> cost of maintaining and managing this scheme?

Who will be expected to maintain the scheme when it is completed?

**Management and Governance**

Please describe how the project will be managed. Who will make decisions? How will financial decisions be made?

What risks to your project have you identified and how will you manage these risks? What might delay or stop delivery of your project? Are there any health and safety issues that need to be considered?

## **Supporting Documents Checklist:**

- Annual Accounts for the last full year
- Constitution or other governing document
- A copy of your project budget detailing expected income and expenditure
- A project plan, including timescales for delivery

**N.B** – If you are unable to provide any of these documents please contact us prior to submitting your application.

## **Declaration**

- **We understand that funding cannot be given retrospectively.**
- **We understand that our application form and any supporting documents submitted as part of our application will be available for public inspection (please advise us if you would like any of your application to be treated confidentially).**
- **We confirm that funding awarded will only be used for the purpose for which it is awarded, and we agree to provide evidence to substantiate any of the information provided in the application.**
- **We will return any unspent grant to Taunton Charter Trustees.**
- **Taunton Charter Trustees has the right to publicise the project in any way it considers appropriate.**

**I have the authority to make this application and to accept the conditions of funding on behalf of the applicant.**

**Signature**

**Date**

## **General Guidance:**

- Please do not submit bids for revenue (year on year spending), the Unparished Fund can only support one-off expenditures.
- When bidding for capital works please provide three quotes that will still apply 3 months from the date your application is submitted. You must declare any interest between your organisation and those tendering for the works.
- Please do not submit a bid where the total expected funding for a project would be from this one source, unless this can be justified with a mitigating reason.
- Please state whether any Charter Trustee is sponsoring/supporting your bid.
- Please be aware that you will be expected to sign a Grant Agreement if successful with your bid which contains various stipulations around reporting back to the Charter Trustees.
- You should receive a decision on your application within 8-12 weeks.

## **Please forward your bid to:**

**Marcus Prouse**

**[governance@somersetwestandtaunton.gov.uk](mailto:governance@somersetwestandtaunton.gov.uk)**

**Performance and Governance**

**Somerset West and Taunton Council**

**PO BOX 866**

**Taunton**

**TA1 9GS**