

Application for Pocket Parks Grant Funding 2019

Please refer to the prospectus for help in completing this form or contact the team at the email address below if you have any questions.

**Please return completed application to pocketparks@communities.gov.uk by 5pm on 31 December 2019**

**Before you submit your application please ensure you have included all the following information**

|  |  |
| --- | --- |
| **Is this application for a new park (max. £15,000) or refurbishment of a park (max.£25,000)?** | New  Refurbishment  (Please check) |
| Total Amount applied for | £ |
| **Letter or e-mail from Local Authority confirming willingness to hold grant** | Yes  No  (Please check) |
| **Confirmation of ownership of site** | Yes  No  (Please check) |
| **Confirmation of match funding** | Yes  No  (Please check) |
| **Constitution or terms of reference of your group (if available)** | Yes  No  (Please check) |
| **Plan of site now** | Yes  No  (Please check) |
| **Plan of what the pocket park/refurbished park will look like** | Yes  No  (Please check) |

A. YOUR DETAILS

1. Lead applicant from the community

|  |  |
| --- | --- |
| Community group name |  |
| Name of project lead |  |
| Address |  |
| Email |  |
| Phone |  |

1. Local Authority (LA) partner details

|  |  |
| --- | --- |
| Name of Local Authority |  |
| Name of LA contact |  |
| Role/Position in LA |  |
| Address |  |
| LA contact E-mail |  |
| LA contact phone no. |  |
| Is the Local Authority willing to take responsibility for the funding on the community group’s behalf? | Yes  No  (Please check) |
| A letter or e-mail confirming this is attached | Yes  No  (Please check) |

1. Other partners you will work with

|  |  |  |  |
| --- | --- | --- | --- |
| Partner name and lead contact | Contact phone no | Contact  e-mail | How will they support you? |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |

B. FINANCE SUMMARY

1. HOW MUCH MHCLG FUNDING ARE YOU APPYING FOR? GRANTS ARE UP TO £15,000 FOR NEW PARKS AND £25,000 FOR REFURBISHED PARKS

|  |  |
| --- | --- |
| New or Refurbishment? | Total applied for |
|  |  |

1. BREAKDOWN OF COSTS

|  |  |
| --- | --- |
| Items funded by MHCLG grant | Cost |
|  |  |
|  |  |
|  |  |
| **Sub Total** |  |
| Items funded from other sources |  |
|  |  |
|  |  |
| **Sub Total** |  |
| **Total** |  |
| Will you spend all of the MHCLG money by end March 2020? | Yes  No  (please check) |
| If **No,** then please give an explanation |  |

1. What match funding do you have or plan to secure?

|  |  |  |  |
| --- | --- | --- | --- |
| Source | Type (funding, materials, labour etc) | Amount | Secured or sought? |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |

1. Have you received any recent funding in relation to development of parks OR GREEN spaces INCLUDING FROM PREVIOUS pocket park schemes?

|  |
| --- |
| Yes  No  (please check)  If Yes, please provide details below |
|  | |

1. Your NEW OR refurbished park

|  |  |
| --- | --- |
| New/Existing name of Park |  |
| Address |  |
| Postcode |  |
| Size (hectares) |  |
| **(For refurbished parks)**  Are you refurbishing the whole site of part of the site? | Whole site  Part of the site  (Please check) |

1. OWNERSHIP

|  |  |
| --- | --- |
| Name of Owner |  |
| Address of owner |  |
| Do you have the owner’s permission to apply for funding? | Yes  No  (please check) |
| Have you enclosed the written landowner’s permission? | Yes  No  (please check) |
| Are there other green spaces within 5 minutes’ walk? | Yes  No  (please check) |
| if **Yes**, please explain what additional benefit this project will add to the local environment |  |

1. What local needs will be addressed or supported by creation or refurbishment of this park? (up to 300 words)

|  |
| --- |
|  |

11. describe how you intend to ESTABLISH OR refurbish this site and how MHCLG funding will be spent? (up to 500 words)

|  |
| --- |
|  |

1. Please set out your TIMELINE SHOWING key milestones from delivery to completion (add extra details as required)

|  |  |
| --- | --- |
| Action | Date |
| Planning completed |  |
| Commence Project delivery |  |
|  |  |
| Completion of delivery using MHCLG funding |  |
|  |  |
| Completion of project |  |
| Opening of park |  |

1. How will you sustain the management of the site?

|  |  |
| --- | --- |
| Secure Green Flag Community Award | Yes  No  (Please tick) |
| Register your site as an asset of community value | Yes  No  (Please tick) |
| Seek Local Greenspace Designation | Yes  No  (Please tick) |
| Dedicate (such as a Field in Trust) | Yes  No  (Please tick) |
| Build links with the Local Friends of Parks Group | Yes  No  (Please tick) |

|  |
| --- |
| Please explain any further approaches you will consider demonstrating sustainability of the park (200 words) |

1. Please provide any further information that will support your application (up to 300 words)

|  |
| --- |
|  |

Please return your application to us by e-mail to [pocketparks@communities.gov.uk](mailto:pocketparks@communities.gov.uk) **by 5pm on 31 December 2019**

Thank you for your application.

MHCLG Parks Team

October 2019