**COASTAL COMMUNITY TEAM APPLICATION FORM**

Please read the prospectus ‘An Invitation to establish a Coastal Community Team’ before completing this form.

|  |
| --- |
| **SECTION 1: Contact Details** |
| 1.1 Lead Contact for the Coastal Community Team  |  |
| 1.2 Role and organisation of the Lead Contact |  |
| 1.3 Contact Address |  |
| 1.4 Telephone number (s)(a) Office(b) Mobile | (a) | (b) |
| 1.5 Email address of lead contact |  |

|  |
| --- |
| **SECTION 2: Local Authority Contact Details**The Department will only consider applications that have support from the unitary or lower tier local authority for the area that will be covered by the Team. Any groups interested in establishing a Coastal Community Team who are having difficulty engaging with their local authority should contact DCLG at coastalcommunities@gsi.gov.ukGrant funding will be paid to a local authority on behalf of the Coastal Community Team. Please attach a letter from the authority confirming that they are willing to act as the accountable body for the funding. The authority that is the accountable body could be different to the unitary or lower tier authority for the area (e.g. an adjacent authority or the county) but support for the Team from the relevant unitary or lower tier authority is still required.  |
| 2.1 Name of unitary or lower tier local authority |  |
| 2.2 Main local authority contact - name and main role (if different from 1.1) |  |
| 2.3 LA Address |  |
| 2.4 LA Telephone number(a) Office(b) mobile | (a) | (b) |
| 2.5 Email address of LA contact |  |
| 2.6 Name of local authority who will act as the accountable body for funding (if different from 2.1).  |  |
| 2.7 Contact at the local authority in 2.6 (if different from 2.2) – name, telephone and email.  |  |

|  |
| --- |
| **SECTION 3: Coastal Community Team Area** |
| 3.1 Name of area to be covered by the Team |   |
| 4.4 Broad description of the area that the Team will focus on (a map may be attached if preferred) |  |

|  |
| --- |
| **SECTION 4: Coastal Community Team** |
| 4.1 Who / which organisation will lead the Coastal Community Team? |
|  |
| 4.2 Who / which organisations will be members of the Team? |
|  |
| 4.3 What will the name of the Coastal Community Team be?  |
|  |
| 4.4 Will the Coastal Community Team be based on an existing partnership? If yes, please give brief details of the history of this existing partnership and how it will change (if at all) to become the Coastal Community Team (e.g. if there will be changes to membership, constitution or governance arrangements).  |
|  |

|  |
| --- |
| **SECTION 5: Support for Partnership Working** |
| 5.1 One of the main aims of the Coastal Community Teams programme is to encourage greater local partnership working in coastal areas. We are therefore looking for applicants for Coastal Community Teams who can demonstrate that the creation of a Team will have broad local support and will increase the level of partnership working and coordination already in place in the local area. Please use this section to set out how a Coastal Community Team will improve and enhance existing arrangements and the range of organisations that are supportive of the Team (maximum 300 words) |
|  |

|  |
| --- |
| **SECTION 6: Understanding of the needs of the area and vision for improvement** |
| 6.1 Another aim of the programme is to support the development of local solutions to the economic issues facing coastal communities. We are therefore looking for applicants to show understanding of the issues affecting the area, particularly as regards constraints to growth. Please use this section to set out (in broad terms) what the economic issues are that the area is facing, how establishing a Team will contribute to addressing these issues and what the overall vision is for the future of the area (maximum 400 words).  |
|  |

|  |
| --- |
| **SECTION 7: Proposed Outputs** |
| 7.1 Applicants should set out how the Team will draw up their plan for the local area, the timescales involved in achieving this and how the £10,000 available will be used, including specifying outputs that will be delivered. It is expected that the funding will be used to support delivery of the plan but some or all of it could also be used for other activities if preferred. Please use this section to set out how the available funding will be used, how the plan will be produced and the expected timescales for delivery of outputs. Please note that the funding should be spent by the end of March 2016. (NB The capital funding available through the Coastal Revival Fund will be subject to a separate bidding process).  |
|  |

|  |
| --- |
| **SECTION 8: Transparency and engagement** |
| 8.1 Please explain (maximum 200 words) how you will ensure information about the membership of the Team, use of the grant, decisions made, and the plan produced by the Team are made publicly available. |
|  |
| 8.2 Please confirm that you will share information with the Coastal Communities Alliance and with Government about how the grant has been spent and the Team’s plan for the local area. |
| Yes/No |

Please email your completed form to coastalcommunities@communities.gsi.gov.uk you can also email this address if you have any questions about this form or Coastal Community Teams more generally.