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**Social Impact Fund- Capital – Part B Application**

**Stage 2– Full Capital Grant**

Application Form 2021

This application form consists of the following sections which must be completed in full before you submit your application to us.

Failure to fully complete your application form may delay our ability to consider your proposal.

Please ensure that you have fully covered each section (click the links):

Part 1: Project Plan

[Part 2: Financial](#_Part_2:_Main) Plan

[Part 3: New](#_Part_3:_Organisation) Build Projects

[Part 4:](#_Part_4:_Project) Refurbishment Projects

[Part 5: Consultation](#_Part_5:_Project)

[Part 6: Care](#_Part_6:_Declaration) Provision

Part 7: Post Project Evaluation

Part 8: Declaration and Supporting Documents

|  |
| --- |
| **Part 1: Project Plan** |

1. **Please attach a detailed project business plan and timetable demonstrating clearly that the project can be delivered within 18 months of the start date.**
2. **What internal mechanisms are in place for project approval? For example, do officers have delegated authority or would a particular Committee or Board oversee the approval process?**

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| --- |
| Click or tap here to enter text. |

1. **How will the project be managed?**

|  |  |
| --- | --- |
| Is there an overall Project Manager? | Click or tap here to enter text. |
| Is there a project team? | Click or tap here to enter text. |
| What skills do they have? | Click or tap here to enter text. |
| How will the technical aspects be supervised? | Click or tap here to enter text. |
| How will the quality be managed? | Click or tap here to enter text. |

1. **Are you employing specialist legal/financial or property advisors? If so, please provide details of their roles.**

Yes

No

|  |
| --- |
| Click or tap here to enter text. |

1. **Please attach a copy of the risk register for this project and your mechanism for monitoring this.**

# **Part 2: Financial Plan**

1. **Please attach a full cashflow forecast for the period of the project**

This must include details of your expectations for milestone payments from the Warwickshire County Council Social Impact Capital Grants fund.

1. **Please provide details of other funding that is in place to support this project and attach written evidence from any other funders that any other funding is agreed and in place.**

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| Click or tap here to enter text. |

1. **How will your budget be managed effectively?**

|  |  |
| --- | --- |
| Who will do this? | Click or tap here to enter text. |
| What skills/qualifications do they have? | Click or tap here to enter text. |

1. **How will value for money be achieved?**

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| Click or tap here to enter text. |

1. **What contingency are you allowing for this project?**

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| Click or tap here to enter text. |

# **Part 3: New Build Projects. Complete this section if your project involves new building – move to part 4 if your project involves the refurbishment/ extension of an existing building**

1. **If purchase of land is involved:**

|  |  |
| --- | --- |
| What are the timescales and costs including fees? | Click or tap here to enter text. |
| Has a land survey been carried out and what are the results? | Click or tap here to enter text. |

1. **What progress has been made with applying for planning permission and what assurances can be given that planning permission will be granted? What are the timescales involved?**

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| Click or tap here to enter text. |

1. **What is the estimate of costs for the new build and how has this been determined?**

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| Click or tap here to enter text. |

1. **What building quality standards will you be applying to this work?**

|  |
| --- |
| Click or tap here to enter text. |

1. **What tendering process will you follow for the procurement of the building work? What are the timescales involved? Who will manage the procurement process and what skills/experience do they have?**

|  |
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| Click or tap here to enter text. |

1. **How will CDM (Construction, Design and Management Regulations 2015) be managed?**

|  |
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| Click or tap here to enter text. |

1. **How will compliance risks (fire/gas safety/electrics/asbestos/legionella etc) be managed?**

|  |
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| Click or tap here to enter text. |

# **Part 4: Refurbishment Projects**

1. **Has the building been acquired and at what cost? How was this cost determined? Was an independent valuation obtained? If the building is not yet acquired, has agreement been reached on a purpose and what is the status of the purchase?**

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| Click or tap here to enter text. |

1. **Has a full structural survey of the property been carried out and what are the results? How are these being included in the overall refurbishment plan?**

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| Click or tap here to enter text. |

1. **Is planning permission required? If so, what progress has been made with applying for planning permission and what assurances can be given that planning permission will be granted? What are the timescales involved?**

Yes

No

|  |
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| Click or tap here to enter text. |

1. **What are the estimate costs for the refurbishment and how has this been determined?**

|  |
| --- |
| Click or tap here to enter text. |

1. **What building quality standards will you be applying to this refurbishment work?**

|  |
| --- |
| Click or tap here to enter text. |

1. **What tendering process will you follow for the procurement of the refurbishment work? What are the timescales involved? Who will manage the procurement process and what skills/experience do that have?**

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| Click or tap here to enter text. |

1. **How will compliance risks (fire/gas safety/electrics/asbestos/legionella etc) be managed?**

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| Click or tap here to enter text. |

1. **Has any consultation been carried out with the local community, what was the outcome and how has this influenced the design of this project?**

# **Part 5: Consultation**

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| Click or tap here to enter text. |

1. **Has any customer consultation been carried out and how has this influenced the project?**

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| Click or tap here to enter text. |

1. **If partners are involved, how and when will they be engaged? Please attach written confirmation of their support for the project.**

# **Part 6: Post Project Evaluation**

1. **What long term outcomes for your specific client group(s) do you expect your project to achieve?**

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| Click or tap here to enter text. |

1. **How will you evaluate that these outcomes have been delivered?**

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| Click or tap here to enter text. |

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**WARWICKSHIRE COUNTY COUNCIL SOCIAL IMPACT CAPITAL GRANTS FUND**

# **Part 8: Declaration & Supporting Documents**

**I confirm that I am attaching the following documents in support of my application:**

|  |  |
| --- | --- |
|  | Business Plan and timetable |
|  | Risk register and monitoring information |
|  | Evidence from any other funders that any other funding is agreed and in place. |
|  | Evidence from other partners of their support for the project. |
|  | Any other supporting documents (please list) |

**~ DECLARATION ~**

**Please tick to complete this declaration**

|  |
| --- |
| I confirm that:   * I have the relevant authority to submit this application form on behalf of my organisation. * I am the named contact for all queries relating to this application. * The information within this application is accurate and factual. If at a later date, any information within this application is considered to be false or untrue, any offer of a grant award will be withdrawn. * Heart of England Community Foundation has the right to consult with external agencies such as other funders, strategic partners and local authorities about your application. * I have read and fully understand the criteria and guidance for the Warwickshire County Council Social Impact Capital Grants Fund. * I have read, and I accept to the processing of my personal data in accordance with Heart of England Community Foundation’s Privacy Statement and Data Protection Policy so that they may contact me about this application. Please see more on our website. |

|  |  |
| --- | --- |
| Full Name: | Click or tap here to enter text. |
| Position of Authority: | Click or tap here to enter text. |
| Organisation: | Click or tap here to enter text. |
| Date: | Click or tap here to enter text. |