

"COLWYN COUNTS / COLWYN YN CYFRI"

APPLICATION FORM FOR A FUNDED PROJECT FOR DELIVERY WITHIN COLWYN BAY,

The Bay of Colwyn Town Council and Conwy County Borough Council's Vibrant and Viable Places (VVP) programme have committed £42,000 to support projects in the Town Council's area (Rhos on Sea, Colwyn Bay, Upper Colwyn Bay and Old Colwyn).

The aim of the funding is to support youth projects and/or projects with links to the VVP themes of healthy, learning and prosperous communities.

GUIDELINES

1. Projects must be for the benefit of residents of the Bay of Colwyn area.
2. The maximum funding requested for any project should be **£5,000 (to include a maximum of £2,000 of revenue funding)**. This could be a part of your overall costs and we may be able to offer advice on additional sources of funding. You do not need to know the exact amount at this stage and smaller applications (of £500+) are actively encouraged.
3. Projects are limited to delivery within the geographic area covered by the Bay of Colwyn Town Council.
4. Applicants should be existing fully constituted voluntary or other not-for-profit organisations and be able to provide recent audited accounts and/or bank statement(s).
5. Multiple applications will be considered from any single organisation, provided the **total** of these does not exceed the limits in 2 above.
6. Project applications must be submitted on the attached form, either printed or electronically, to:
The Town Clerk, Bay of Colwyn Town Council, Rhiw Road, Colwyn Bay, LL29 7TE
or by e-mail to: clerk@colwyn-tc.gov.uk
7. The deadline for Project submissions is **12 noon on Friday 19th December 2014**. Applications received after that deadline will not be considered. Acknowledgement of receipt will be sent by e-mail, where possible.
8. Each submitted application will be subject to a 'health check' by the Project Working Group; you can be a member of this Group.
9. You may be contacted for clarification of project details.
10. Similar projects may be combined to form a single larger project.
11. You will be contacted prior to the Voting Event to confirm that your Project will be submitted for Residents' vote, and you will be invited to present your Project to residents.
12. If for any reason your application is rejected, you will be informed prior to the Voting Event, and full reasons for the rejection will be given.
13. The Voting Event will be held in on 20th January 2015 (provisional date), and at that event you will be required to make a 3-minute (no longer) presentation or performance and residents will then score your project alongside other proposals.
14. Depending upon the nature of the Project, and if approved by residents for grant funding, you may be required to complete a simple service level agreement with the Town Council.
15. The public events may be filmed for archive and recording purposes.

"COLWYN COUNTS / COLWYN YN CYFRI"

APPLICATION FOR A PUBLICLY FUNDED PROJECT FOR FOR DELIVERY WITHIN THE BAY OF COLWYN AREA

Please post, e-mail or deliver to:

**The Town Clerk, Bay of Colwyn Town Council, Rhiw Road, Colwyn Bay, LL29 7TE
Clerk@colwyn-tc.gov.uk**

Deadline for submissions: 12 noon on Friday 19th December 2014

APPLICANT'S CONTACT INFORMATION (BLOCK LETTERS please)

CONTACT NAME:	
ADDRESS:	Post Code:
Tel No: (Land/Mobile):	
e-mail Address:	

PROJECT APPLICATION

PROJECT NAME	" "
Description of what your project involves (continue on separate sheet if necessary)	
What Theme or Themes does your Project support? (delete as appropriate)	YOUTH AND/OR PROSPEROUS HEALTHY LEARNING COMMUNITIES
Who will benefit?	
What is the <u>likely</u> total cost of your Project? (circle one at this stage)	£500 to £1,000 £1,000 - £3,000 £3,000-£5,000 £5,000+ (with match-funding from other sources)
Will you be providing/ seeking other funding?	Yes No Possibly
Will you be able to invoice in full by the end of February 2015?	Yes No