# Sustainable Communities Fund

## Application form

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| Name of applicant |  |
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| Name of organisation |  |
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| Contact address  |  |
|  |  |  |
| Telephone number |  |
|  |  |  |
| Email address |  |
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|  |  |  |
| Please tick all boxes that apply:

|  |  |
| --- | --- |
| Voluntary organisation or community group [ ]  | Registered charity [ ]  |
| School [ ]  | Parish Council [ ]  |
| Youth group [ ]  | Other (please specify) :  |

Is your organisation VAT registered? Yes [ ]  No [ ]

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| --- | --- |
| VAT Registration number (please specify): |  |

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| Project summary  |
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| Title of project |  |
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| In no more than 200 words, please summarise what your project will involve: |
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| Likely start date (month/year) |  |
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| Likely end date (month/year) |  |
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| Project info  |
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| To help us decide about funding, please include the following:1. Introduce your group/organisation and summarise its history.
2. Describe how your project idea developed and why it is needed.
3. Explain what your project will do and how this will benefit the National Park.
4. Describe how people will benefit from your project.
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| How have you engaged the local community in your project, or have you spoken to the Parish Council or local user groups about your plans? |
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| Please list the supporting information you are including with your application. This could include letters of support, photographs, site sketch, plans/maps, and quotes to show the actual costs of undertaking the work, if applicable.  |
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| Is any permission required before the project can be implemented (e.g., planning permission, ownership of site etc.)? Please say what is needed and when it will be agreed. |
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| Project budget  |

Please provide a breakdown of the costs involved in your project and a summary of the match funds. If your organisation is VAT registered, the cost should be excluding VAT. If your organisation is not VAT registered and is not able to recover VAT, the cost should be inclusive of VAT.  |
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| **Item**  | **Actual cost** | **In-kind contribution** | **Amount requested from NFNPA** |
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| **Totals** |  |  |  |
| **Total project cost** |  |
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| **Source of match funds** | **Amount**  | **Status**  |
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| Project monitoring |
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| What are the key dates and project milestones? |
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| **Kay dates**  | **Project milestones**  |
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| How will you monitor progress and determine whether your project has been a success?  |
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| Will your project continue post-funding, and if so, how will this happen? |
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| Declaration  |
| Please read and sign the following statement: “I certify that all the information provided in this application is true to the best of my knowledge. I understand that any misleading statements whether deliberate or accidental could make the application invalid and therefore liable for the return of any money.” |
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| **Signature** |  |
|  |  |
| **Name printed in block capitals** |  |
|  |  |
| **Date** |  |
|  |
| Please send your completed form and any supporting information to Fiona Wynne, Grants Officer, New Forest National Park Authority, Lymington Town Hall, Avenue Road, Lymington, Hampshire, SO41 9ZG, or email to scf@newforestnpa.gov.uk**Privacy Statement**The New Forest National Park Authority (NPA) needs to hold your personal data and contact information to administer the grant process. Your information will be held securely and is accessible to New Forest National Park Authority staff and shared with the [Chair of the grants panel](https://www.newforestnpa.gov.uk/about-us/members/directory-of-members/parish-appointee/john-sanger/). We will not use your information for any purposes other than those described above, nor will it be supplied to anyone outside the NPA without your consent, unless we are obliged by law to disclose it, or it would otherwise be lawful and fair for us to do so. If your application contains personal data of people other than yourself, for example those who support your project or benefit from your project’s work, we will treat this in the same way. You must tell the individuals and if they have any questions about this, you must refer them to this notice.Once this round of grant funding has been determined we will delete your details from the database within two months unless your project application has been successful, in which case we will retain your information for up to six years after the end of the project. Our privacy notice can be viewed at: <https://www.newforestnpa.gov.uk/privacy-cookies/>. You can request more information about how we hold your data by contacting the NPA’s Information and Data Protection Officer, Mrs Jo Murphy, by email (dpo@newforestnpa.gov.uk) or phone (01590 646653) or by post care of the NPA (Lymington Town Hall, Avenue Road, Lymington, Hampshire, SO41 9ZG). |