



Return your completed application form to:
Mr James Overbury - Town Clerk
email: townclerk@framlingham.com
Framlingham Town Council, 10c Church Street,
Framlingham, Suffolk IP13 9BH

LOCAL COMMUNITY INFRASTRUCTURE LEVY GRANT APPLICATION FORM

The Regulations state that Neighbourhood CIL can be spent as follows:

The provision, improvement, replacement, operation or maintenance of infrastructure; or anything else that is concerned with addressing the demands that development places on an area

Local CIL Grants applications are considered by the Strategy & Development Committee at their monthly committee meetings

Application Deadlines: There are no deadlines, but forms need to be submitted two weeks before a meeting throughout the year (except in August). Decisions are usually referred to the next Full Council meeting, unless they are deferred for a request for further information.

Support: The Council can advise applicants prior to submitting an application, eg information about similar projects already funded, and priorities in the Council's Strategic Plan. Applicants can be present at the committee meeting to add a verbal statement to their case, or be available to answer questions that might arise.

PROJECT OUTLINE

Project Name:

Location:

Amount of Local CIL Funding Requested:

DETAILS OF YOUR ORGANISATION

Applicants Name:

Title:

Name of Organisation:

Name and Address of Contact:

Postcode:

Tel:

DETAILS OF THE PROJECT

Purpose: please explain how this project is supporting the development of the local area

Aims & Objectives: please explain the aims and objectives of the project

Supporting Evidence: please provide copies of evidence, surveys etc. that support this application, including an indication of future sustainability and append this to the form, and list in order below

Environmental Impact: please describe how this project will impact on the environment and list the actions to be taken in contributing to be carbon neutral

Project Timescales: please provide planned start date & duration of this project.

COST OF PROJECT

Total Cost of Project: please provide details, including the amount requested

Other Funding: amount of funding secured / promised / applied for - please list funders

ADDITIONAL INFORMATION

You can include further information here:

REPORTING & FOLLOW UP

You are required to provide written monthly progress reports to FTC of project timing, costings (supported by invoices) and funding during the project implementation and up to its completion. Once completed please notify the Town Council of the date of completion and final breakdown of how funds were spent.

You will also be required to report on completion of the project and over the following year, or two, on its impact on the community and the achievements of the aims and objectives included in this application.

The frequency of reports, eg quarterly or annually, will be determined when making the award, depending on the type and size of the project.

These reports are required so the Town Council can assess its own strategic achievements, and for PR purposes (photos would be welcome).

ADMINISTRATION & TRANSFER OF FUNDS

Bank Account Name:

Account Number:

Sort Code:

Signed on behalf of the Organisation: (please note - you are also signing to agree to the reporting and follow up requirements detailed outlined above)

Office Held:

Date:

Please tick here to confirm that Framlingham Town Council may keep your organisation's contact details on file for the life of the grant:

This information is not shared with any other parties and only kept as long as is necessary. You may request to amend the details or to be removed from our records at any time. Please see the attached Privacy Notice for further details.

Further information about data protection can be found on the www.framlingham.com website