**Suffolk Secrets AONB Fund**

**2018 Application Form**

PLEASE COMPLETE ALL SECTIONS OF THE APPLICATION FORM AND RETURN

By noon Wednesday 15 November 2017

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| 1. Name of Project |
| 2. Name of Organisation/Group  Relevant website address |
| 3. How much is your funding request? |
| 4. Short Summary of Project  (Approximately 20-30 words) |
| 5. Contact Details  **MAIN CONTACT**:  Name  Address/Postcode  Phone/Mobile  Email  **Additional CONTACT**:  Name  Phone/Mobile  Email |

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| 6. Details of Project  Please cover the range of information indicated below and keep to under two pages  - What is the overall aim(s) of the Project?  - Why is this project needed and by whom?  - Describe the work/activity you will be doing and with whom  - Who will lead the activities and who will be involved in the project (such as volunteers)?  - Is this project new, related to another project or as further work of a recent project?  - What is the planned outcome/what will be the finished project? |

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| 7. Location/Grid Reference or Address of Project:  Enclose or attach a map, plan or photo as necessary. Please see guidelines for the geographical area the fund covers |
| 8. Project Timetable  Please provide estimated start and end dates, key event/activity dates  Note – the project should plan to finish by or before end December 2017 |
| 9. Name of Project Manager/Leader  Please provide details of experience/qualifications relevant to the role |
| 10. Who/what will benefit from the project?  Who are the main targets? Will others benefit? |
| 11. How will you measure the success of the project?  How will you know it has succeeded? |
| 12. What Type of Organisation are you?  - A trust, charity, voluntary organisation, limited company, CIC etc, or are you an individual?  - Are you VAT registered? Yes 🞏 or No 🞏  - Please provide Bank Account details (for BACS transfer or cheque payments) |

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| 13. How does the project meet the GWFF and AONB conservation objectives  Please read the fund guidelines provided before answering this section  - Does the project conserve and enhance natural beauty and maintain the special qualities of the landscape?  - Will it help manage the assets and resources of the area in a sustainable way and seek to meet environmental, economic and social needs?  - Does it support community involvement in active conservation and enhancement of the landscape?  - Does it encourage people to join in activities that support the environment? |

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| 14. Project Budget  Note: a grant can be up to 100% of costs, but the panel will be assessing the application on value for money, benefit to the environment, and demonstration of local support or need, and would therefore prefer to see an element of (in-kind or cash) match funding included.  a) Total cost of the project -----------------------------  b) How much is already in place -----------------------------  c) Total outstanding amount -----------------------------  d) Amount of grant requested -----------------------------  (insert table/spreadsheet showing your proposed costs (income and expenditure) here or attach as a page at the end of the application form) |
| 15. Additional support, budget and funding information:  - How much volunteer time may support the project?  NB this can be shown as in-kind match funding within your budget  - How will you fund the balance (if not explained above)?  - If only partial funding is available, which elements of the project would be given priority? |

Declaration:

* I have read the Guidelines, and accept unconditionally the Terms and Conditions within them
* I have authority from the organisation named in Section 2 to submit this project to the AONB Advisor for a Suffolk Secrets AONB Fund grant
* I agree that the AONB may make enquiries in connection with this application to satisfy itself about relevant financial and legal matters
* I confirm that the details as set out in this application are correct to the best of my knowledge and that nothing material affecting this project has been withheld

Signed ………………………………………………….. Date

Name (please print) …………………………………………………

On behalf of …………………………………………………………

**Please send your completed application form by noon on Wednesday 15 November 2017 to:**

**Cathy Smith, AONB Advisor**

**Suffolk Secrets AONB Fund**

**c/o Suffolk Coast & Heaths AONB**

**Dock Lane, Melton**

**Woodbridge**

**Suffolk IP12 1PE**

**Tel: 01394 445225**

**Email:** [**AONBgrants@suffolk.gov.uk**](mailto:AONBgrants@suffolk.gov.uk) **or** [**Catherine.smith@suffolk.gov.uk**](mailto:Catherine.smith@suffolk.gov.uk)

Applications sent by email are accepted

Forum updated September 2017