Place Based Funding Application Form Questions

Organisation details

1. Name of organisation
2. Name of lead contact
3. Email address of lead
4. Organisation status *(choose)*
    - Borough Council
    - NHS Health Provider
    - Charity
    - Social Enterprise
    - Other (community/voluntary/faith organisation) *Please specify:*
5. Registered charity number or CIC number (*If applicable)*
6. Office or correspondence address
7. Email address
8. Aims and objectives of your organisation
9. Briefly describe the service your organisation currently provides
10. Do you currently provide this service in Runnymede borough? *If No:* Where do you currently deliver this service?

Project Overview

1. Is this a new project or growth to an existing project? *Select:* new/existing
2. Provide a brief explanation of your project and what you are aiming to achieve.
3. Why do you require funding for this project?
4. Where in Runnymede will your project be delivered? *Please state whether residents outside the delivery location will be supported.*
5. How will residents access the service? *e.g. phone support/online, in person, at specified locations.*
6. What demographic will your project support? *Consider age, ethnicity, gender, whole population, a specified location.*
7. How will you ensure the project is inclusive and accessible to those who need it most?
8. How will you promote or advertise your project?
9. What are the intended outcomes and how will these be measured?

Delivering your project

1. Who will be delivering your project? *Select:* Paid staff/Volunteers/Both
2. Please give details of staff/volunteers required to work on the project. *Please include job roles, number of hours etc.*
3. What is the timeline for delivery and completion of your project?
4. How do you intend to measure the success of this project? *Please list your KPI's and how they will be measured.*
5. Tell us how you would you ensure the future resilience and/or sustainability of your project beyond this funding?
6. Are there opportunities or ambitions for replication or scaling up of this project? *Select:* Yes/No. *If Yes:* Provide details.
7. Is there any potential impact on the environment, biodiversity and/or climate change (positive and/or negative) from proposed projects/activities, no matter how small? *Select:* Yes/No. *If Yes:* Provide details.

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Evidence, themes and collaboration

1. Explain how you have identified the need for this project *e.g. - Survey undertaken, gaps in provision (including method of delivery accessibility etc).* *Please consider the Council's* *Health and Wellbeing Strategy*
2. Upload evidence *e.g. survey results/data etc.*
3. How will your project address this need?
4. Select the Runnymede Health Communities Partnership theme/s that your project aligns most closely with: *Please refer to the Runnymede healthy communities partnership webpage.*
    - Healthy Behaviours
    - Healthy Minds
    - Healthy Lives
5. How will the project or service support the priorities within the themes you have selected above? *Include how it addresses Health inequalities in Runnymede.*
6. Have you already discussed this proposal within the Runnymede Healthy Communities partnership? *Select:* Yes/No.
7. Are there confirmed or anticipated partnerships or collaborations in place to support the project? *Select:* Yes/No. *If Yes:* Please provide details.
8. Do you know of any other services and projects that exist in Runnymede which have similar means of delivery or intended outcomes? *Select:* Yes/No. *If Yes:* Please give details of steps taken to collaborate and/or why this project should be funded separately.
9. Please indicate why this project represents good value *e.g. in terms of its reach, longevity, efficiency, expected outcomes, addressing an unmet need etc.*

Finance of project

The maximum amount of funding that can be applied for per application is £10,000.

1. Provide a detailed breakdown of your project cost. *Please breakdown the costs for the project by Item and Cost.*
2. Total cost of your project
3. Upload evidence showing how much funding you are applying for and what it will be used for, including costs, activities, and developments. *All uploaded files must not exceed 10 MB.*
4. Are you requesting an amount that covers the total value of your project? *Select:* Yes/No. *If No:* Explain how the remainder of your project will be funded. *Please specify the funding source, amounts etc.* Is this funding confirmed? *Select:* Yes/No/Not Sure.
5. Has your organisation received any grants from Runnymede Borough Council over the last 3 years? *Select:* Yes/No. *If Yes:* Please provide details.
6. Please upload your previous year's accounts. *All uploaded files must not exceed 10 MB.*
7. Please provide bank account details for payment of funding if successful: Account Name, Account Number, Sort Code and email address for remittance advice