



**Community Infrastructure Levy (CIL)
COMMUNITY PROJECTS
APPLICATION FOR FUNDING**

Section 1 - Contact Details *(Please note this should be the lead organiser)*

Name:	
Organisation: <i>(If applicable)</i>	
Contact Number:	
Email:	
Background of your Organisation/Group	
Details of anyone in your organisation who is a Councillor for Keynsham Town Council.	
Please indicate whether the organisation has previously received CIL or other funding sources from either Keynsham Town Council and/or B&NES Council. If yes, provide amounts and timings	

Is planning consent required? Yes No

Is yes, what is the status of your application?

Not yet submitted Submitted but not determined Granted

If planning consent has been granted, are any conditions attached Yes No

If yes, please provide details

--

Is your building listed? Yes No

If yes, have you received the appropriate building consent? Yes No

Section 2 – Details of your Project

Project Name		
Project Location		
Which locations/residents will benefit from this project Please fill in all that apply	Local Neighbourhood (please specify)	
	Ward (if applicable please specify Keynsham North, East or South)	
	Keynsham Town	
Nearest new development to project location. This can be a large development such as Bilbie Green, Meadows, Somerdale, Hygge Park or smaller one. If you don't know the name of the development please contact Keynsham Town Council.		
2.2 Brief Description of your project, including any outcomes and objectives. (Max 200 words)		
2.3 Project Timescales (Please provide an outline of the implementation timetable including any key milestones. If the project is to be undertaken in this or the next financial year then set out the outline quarterly project plan)		

--

2.4 Total Amount of Funding Requested (Please give the total amount of CIL monies sought)

--

2.5 Costing of Project with Full Detailed Breakdown. Please list below or add additional sheet. How have you arrived at these costing- have quotes been received etc.
--

--

2.6 Details of other sources of funding applied for and names of any partner organisations. Please include any funding applied for by any partner organisations. If other grants are required please indicate if these have been confirmed or the stage in the grant application.
--

--

Section 3 - Criteria *(To be eligible for CIL funding any project must meet the criteria set out below)*

3.1 Community Priorities

3.1.1 How does the project help address the demands of development in the area. What evidence is there to support this?

3.1.2 What evidence is there of support from the community?

3.2 Management Priorities

3.2.1 How will your organisation explain publicly how CIL has been spent and allocated? Suggest how will your organisation publicise the project once complete

3.2.2 Additional Information that may support your application.

Documents to submit with your application:

1. Copy of your organisation's CONSTITUTION
2. A copy of your latest audited or independently examined accounts
(Failure to enclose copies of accounts may cause your application to be delayed or rejected.)
3. A statement explaining any reserves and their purpose.
4. A copy of your latest bank/building society/other investment accounts statements.
5. A copy of conveyance/letting agreement/lease?
6. A copy of written permission from the owner of any premises involved?
7. Copies of cover notes/summaries for all relevant insurances?
8. Evidence of any secured funding or application for any other funding?

If you have not attached the above document, please explain why.

Declaration

When you have completed the application, please sign this declaration and submit the application form as directed.

To the best of my knowledge the information I have provided on this application form is correct.

If Keynsham Town Council agrees to release funds for the specified project, these funds will be used exclusively for the purposes described. In such an event, I agree to inform Keynsham Town Council via the Town Clerk of any material changes to the proposals set out above. When requested, I agree to provide Keynsham Town Council with all necessary information required for

the purposes of reporting on the progress or otherwise of the identified project. I recognise Keynsham Town Council's statutory rights as the designated provider of these CIL funds, which includes provisions to reclaim unspent or misappropriated funds.

Privacy Notice: By signing this form, the applicant agrees to Keynsham Town Council checking all supplied information for the purposes of informing decision making. The information on this form will be stored in the Town Council's filing system and summarised in the Council's accounting system for the sole purpose of fund processing, analysis and accounting. Information about the project may be publicised on Keynsham Town Council's website and in public material for publicity purposes. Personal data will not be disclosed without prior agreement of those concerned, unless required by law.

I have read the Town Council Information and Data Protection Policy and consent to my personal details being processed in connection with this application/suggestion.

Signed:

Organisation:

Date:

All organisations involved with the application will need to sign and date the form.

Signed:

Organisation:

Date:

Applications for CIL funding will be considered at the Finance and Policy Committee Meeting in April.

Please return your completed form and additional documents to:

Keynsham Town Council,

15 – 17 Temple Street,

Keynsham,

Bristol

BS31 1HF

or email it to:

townclerk@keynsham-tc.gov.uk