

Communities Together Fund 2018-19

Devon County Council and Torrige District Council have set up a grant fund that can be used by Towns and Parishes working in partnership to respond to issues of shared interest and concern. **Formerly called The Town and Parish Fund (TAP Fund)** it has been re-named with effect from April 2018. Devon County Council has contributed £1 per elector, to which Torrige District Council has added 10p per elector. The Fund is worth **£64,059** in total for 2018-19. Please read the following guidance notes carefully before completing the application.

Help and Advice is available from Torrige District Council -

email: peter.soper@torridge.gov.uk tel.: 01237 428773 or go to our website www.torridge.gov.uk

GUIDANCE NOTES AND ELIGIBILITY CRITERIA

1. Applications can only be accepted from two or more Parish and Town Councils working together.
2. Registered charities, social enterprises, voluntary and community groups (must be constituted and have not-for-profit aims) can apply via a Town or Parish Council.
3. Each Parish has been allocated a sum based on the number of electors listed in the March 2018 Electoral Register (listed at the end of this form). Unspent funds from the TAP Fund 2017-18 have been brought forward.
4. As part of the monitoring process, successful organisations may be required to make a presentation to an appropriate committee of Torrige District Council on the project being funded.
5. Grants are awarded on a one-off basis and there should be no expectation of future funding.
6. Match funding is encouraged. Evidence of match funding or equivalent benefits in kind (such as commitment of time or materials) will increase the chances that an application will be approved.
7. Where a project or service involves children, young people or vulnerable adults, a Safeguarding Policy must be submitted.
8. As the fund exists to help identify new ideas to benefit communities, regular activities such as grass cutting, ditch and drainage work and any "lengthsman" duties are no longer eligible for funding.
9. Funds can not be allocated retrospectively.

COMMUNITIES TOGETHER FUND

APPLICATION PROCESS

1. Identify your project and how much it will cost.
2. Identify which Town and Parish Councils are involved.
3. Identify **one** Town or Parish Council to act as the lead for the purpose of this application.
4. Identify a principal contact for all other Town and Parish Councils involved in the application.
5. Complete the application form and email it, with supporting documents, to the address above.
6. Torridge District Council will acknowledge your application on receipt, and let you know within a month of receiving your fully completed application whether you have been successful.

FUNDING CAN BE USED FOR

1. Capital or revenue costs
2. Seed or catalyst funding for a new project or service

FUNDING CANNOT BE USED FOR

1. Profit-making organisations
2. Individuals
3. Retrospective funding or expenses that have already been incurred
4. Day-to-day running costs
5. Ongoing staff costs
6. If an organisation already has substantial financial resources available
7. Services that are the responsibility of the Parish or Town Council (precept), or other organisation

TIMING

1. Applications can be submitted at any time up to 28 February 2019.
2. For small projects money will be released before work is carried out. For sums over £5,000 the money will normally be released on production of invoices. You must be able to complete your project and claim the grant money by 31 March 2020 or the money will cease to be available.

COMMUNITIES TOGETHER FUND

OTHER SOURCES OF FUNDING

There is no match funding requirement, although projects supported by this Fund can attract match funding from other grant funds, including Devon County Council's Locality Budgets and Torridge District Council's Councillor Grants fund. Some free and easy-to-use databases of funding sources for voluntary and community groups in Torridge are available, such as:

- www.fundingcentral.org.uk
- www.awardsforall.org.uk
- devoncf.com
- devon.gov.uk/fundingnews

COMMUNITIES TOGETHER FUND

Date Received

CTF 18-19

APPLICATION FORM

Please complete electronically and submit by email. Use tab key or mouse to move between fields. You must answer all the questions as failure to do so may delay your application

YOUR DETAILS

Which Town and Parish Councils are involved in this application?	
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Lead Town/Parish Council Contact Name Email address Postal Address Telephone Number	
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2nd Town/Parish Council Contact name Email address Telephone Number	
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3rd Town/Parish Council Contact Name Email address Telephone Number	
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Organisation Type	
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Bank Details	(Grant payments will be made by electronic transfer)
Account name	
Bank or Building Society	
Account number	
Sort Code	
Account Ref	(only for Building Society Accounts)

VAT	If your organisation is not VAT registered you can include this amount in your application
Is your organisation registered to reclaim VAT?	<input type="checkbox"/> Yes Registration Number <input type="checkbox"/> No

COMMUNITIES TOGETHER FUND

PROJECT INFORMATION

Project Detail (brief description) -

How will your project/service benefit at least 2 parishes, and how will the parishes work together to deliver this project?

Why do you want to carry out the project, why is it wanted and what difference will it make?

How do you know this is needed? Who and how have you consulted?

COMMUNITIES TOGETHER FUND

DECLARATION

I confirm that I am authorised by the organisations listed to submit this application on their behalf, and confirm that the information I have provided on this form is correct.

Signed	
Dated	
Email submission	<input type="checkbox"/> Please check this box if submitted by email (signature not required)

SUBMITTING YOUR APPLICATION

In order to reduce waste, please submit applications electronically.

Email to: peter.soper@torridge.gov.uk

Or post to: Commercial and Leisure Services, Torridge District Council, Riverbank House, Bideford, EX39 2QG

Telephone: 01237 428773

COMMUNITIES TOGETHER FUND

Please use this section for any additional information in support of your application

COMMUNITIES TOGETHER FUND

Communities Together Fund 2018/19 (based on electorate at March 2018)

Parish/Town Council	No of electors 2018	Allocation 2018/19 £	TAP Fund unspent 2017/18 £	Total available 2018/19 £
Abbots Bickington	31	34	4	38
Abbotsham	393	432		432
Alverdiscott	236	260	263	523
Alwington	324	356	356	712
Ashreigney	387	426		426
Ashwater	606	667		667
Beaford	372	409		409
Bideford	13,438	14,782		14,782
Black Torrington	412	453		453
Bradford	322	354		354
Bradworthy	877	965	972	1,937
Bridgerule	600	660		660
Broadwoodwidge	505	555		555
Buckland Brewer	691	760		760
Buckland Filleigh	130	143		143
Bulkworthy	59	65	65	130
Clawton	287	316		316
Clovelly	297	327		327
Cookbury	140	154		154
Dolton	717	789		789
Dowland	87	96		96
East Pufford	105	115	114	229
Frithelstock	298	328	318	646
Great Torrington	4,421	4,863		4,863
Halwill	744	818		818
Hartland (inc. Elmscott & Welcombe)	1,490	1,639		1,639
High Bickington	805	886		886
Hollacombe	54	59	55	114
Holsworthy	2,433	2,676		2,676
Holsworthy Hamlets	802	882		882
Huish	30	33	39	72

COMMUNITIES TOGETHER FUND

Parish/Town Council	No of electors 2018	Allocation 2018/19 £	TAP Fund unspent 2017/18 £	Total available 2018/19 £
Huntshaw	118	130	128	258
Landcross	79	87		87
Langtree	664	730	737	1,467
Little Torrington	357	393		393
Littleham	319	351		351
Luffincott	53	58		58
Lundy	22	24	19	43
Merton	253	278	286	564
Milton Damerel	378	416		416
Monkleigh	308	339	347	686
Newton St Petrock	172	189	4	193
Northam (including Appledore, Orchard Hill, Westward Ho!)	10,030	11,033		11,033
Northcott	22	24		24
Pancrasweek	190	209		209
Parkham	626	689		689
Peters Marland	150	165	156	321
Petrockstowe	351	386	393	779
Pyworthy	656	722	702	1,424
Roborough	219	241		241
Shebbear	754	829		829
Sheepwash	203	223		223
St Giles in the Wood	468	515	50	565
St Giles on the Heath	501	551		551
Sutcombe	260	286		286
Tetcott	76	84		84
Thornbury	237	261		261
Virginstowe	89	98	97	195
Weare Giffard	302	332	320	652
Welcombe	143	157		157
West Putford	173	190	194	384
Winkleigh	1,333	1,466	17	1,483
Woolfardisworthy	949	1,044		1,044
Yarnscombe	286	315	306	621