

COMMUNITY ENGAGEMENT FORUM APPLICATION FORM

Application process

This form should be used to apply for funding from any of the five Community Engagement Forums.

Before completing this form, please ensure you check the project funding criteria and application guidance form. You can also get support with completing the application by e-mailing cefadmin@selby.gov.uk. Whether you are applying for a small grant or project funding you will need to complete section 1 and 3 of this application form and then either a grant information form or a project brief in section 2.

This is an application only and will be subject to an assessment process – we cannot guarantee support. The Community Engagement Forum Partnership Board will consider every application received. Please see the decision making flowchart to understand the process your application will go through.

After completing and saving, please send the form by email to cefadmin@selby.gov.uk. We would prefer not to receive applications by post, please.

We will let you know if you have been successful by email unless requested in writing.

Which Community Engagement Forum is this application to?

Please indicate which Community Engagement Forum this application is being submitted to (when applying to more than one CEF you will need to complete a separate application form for each CEF).

Central CEF	
Eastern CEF	
Southern CEF	
Tadcaster & Villages CEF	***
Western CEF	

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Section one: About your organisation

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Please tick this box to confirm that you have discussed your application for funding with the relevant Development Officer (this is a requirement of all CEF funding applications). Contact details for both Development Officers can be viewed on the Selby District Council website.

Q1.1 Organisation name

Tadcaster & Villages U3A

Q1.2 Organisation address

What is your organisation's registered address, including postcode?

The White House, Kirkby Wharfe, Tadcaster. LS24 9DD

Telephone number one

01937 821913

Email address (if applicable)

Treasurertadu3a@gmail.com

Telephone number two

Web address (if applicable)

Q1.3 Main contact details

Give us the details of the person in your organisation that is the main contact.

Title	Forenames (in full)	Surname
Mr	John	Fielden
Position or job title		
Treasurer, Tadcaster & Villages U3A		

Q1.4 Organisation type

What sector does your organisation fit into?

Social enterprise	
Charity	
Voluntary or community group	*

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Other		Please describe	
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When was your organisation set up?

Day	16th	Month	September	Year	2019
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Q1.5 Reference or registration numbers

Charity number	Not yet
Company number	
Other (please specify)	

If you are an unincorporated association and not registered with the Charity Commission, please tick this box and send us a copy of your governing documents (for example, constitution or set of rules) with your application.

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Q1.6 Is your organisation VAT registered?

Yes		No	*
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Please note that applications cannot be used to support expenditure on VAT reclaimable by the applicant from HM Revenue and Customs.

Q1.7 Please list all other bodies that you have, or plan to apply to for funding for your project, including other CEFs

Name of Body / Organisation	Funding Awarded/Requested*
Tadcaster Town Council Central U3A	£250 was awarded in September 2019 £250 was awarded in July 2019

*Where you have not yet applied to the body, please indicate the amount you intend to apply for and write 'indicative' to the side of the amount.

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Section Two: Grant information or Project Brief (separate document)

Please see the Allocation of Funding Framework and application guidance form to check whether you will need to complete a Grant information form or a Project Brief.

Q2.1 What is the title of your application?

IT Equipment

Q2.2 Please list the details of your application (500 words limit)

Although the new branch has received initial support of £500 from the central U3A organisation and from Tadcaster Town Council, there are still cash flow issues in the early days due to the absence of economies of scale.

This is because the fee income from each member is only £12 and a levy of £7.50 is made from this by the central U3A organisation. This is to pay for their central costs, the development of a computer system (Called Beacon) and the production and circulation of a Newsletter to all members. Thus, the branch has only £4.50 net income from each member. This has to cover modest fees for the speakers at monthly meetings, secretarial/printing costs, venue hire costs and several unpredictable extras.

At present the organisation has only 65 members and a conservative projection for the full year (to August 2020) assumes this will climb gradually to a total of 110 members. We do hope that this figure will grow over time to match that of Sherburn in Elmet for example (which has about 600 members).

We require funding for office equipment for the Secretary and other committee members. This will cost about £926 and we show in Section 3.2 that our estimated income will not be able to afford this sum. If the projections in our forecast for our first financial year are correct, we would have an income of £2,060 and expenditure of £1,891. This latter figure does not take into account the planned expenditure of £926 described in Section 2.6 below, for which we are asking for support from the CEF.

Q2.3 Is there a specific date your applications needed to be funded by?

No, but it would be helpful to have it as soon as possible so that the equipment can be purchased and used.

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Q2.4 Which two objectives in the specific Community Development Plan will your application meet? (250 word limit for each objective)

Which objective?	How will you achieve this?
Objective 1: <u>Leisure, Culture and Education</u> U3A Development	<p>The assistance requested is fundamental to us achieving our objective of growing a thriving U3A activity that will help the people of Tadcaster and its villages to benefit from the active learning and social opportunities that a U3A brings.</p> <p>Already in its first three months 20 different activity groups have been created, covering interests such as photography, family history, days out, walking and circle dancing.</p>
Objective 2: Community Safety, Health and Wellbeing	<p>Another key objective is to help to reduce the loneliness among elderly single people, particularly those who have recently lost their partner.</p>

Q2.5 Please outline how the application will benefit the specific CEF area and why there is a need for your proposal? (500 word limit)

The application is specific to the area covered by the U3A members, that is Tadcaster and the surrounding villages. Until now anyone interested in joining a U3A was forced to travel to Wetherby or Sherburn in Elmet. It is good that some of these members have now enrolled in the Tadcaster branch and no longer need to travel. They will also be able to enrich the experience of Tadcaster members with their knowledge of how other branches have developed and grown (Wetherby has over 1,000 members).

Experience elsewhere has shown that the existence of a U3A branch in a community can add to the well being and the development of a community spirit. Our committee will be embarking on marketing initiatives in the surrounding villages in order to widen the catchment area from which members come. Already in our initial enrolments we have some members from Wighill, Ulleskelf, Towton, Stutton and Kirkby Wharfe.

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Q2.6 How much funding are you requesting? £926.00

Please provide a breakdown of the different cost elements associated with your application:

Cost Element	Cost (£)
Desk top PC . HP Pavilion plus keyboard	540
Office 365 and Windows 10 software and virus protection	60
All-in-one printer. HP Office jet 8715	180
8715 Printer cartridges set (2000 pages)	84
A3 ABOX Laminator	34
Dalhe 502 paper guillotine	28
Total Cost	£926.00

Q2.7 Is the total cost of the application more than the amount you are requesting?

Yes		No	*
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If yes, where will you get the other funding from and has this been secured?