**Application Form**

**Return to** **grants@southdowns.gov.uk** **by 28 February 2025**

|  |  |
| --- | --- |
| Your organisation’s name, address and lead contact details: | Organisation: Name and contact of lead person:  |
| Have you applied before? Or are you currently in receipt of Community Pitch funding?  |  |
| Where will your activities take place?  | *Please include Town and a post code*.  |
| What outcomes are relevant to your project?  | [ ] address or mitigate the effects of climate change. For example, flooding, heat gain, loss of species [ ] reduce waste, encourage an uptake in recycling and reuse[ ] support wildlife by improving and restoring habitats[ ] encourage sustainable and low carbon forms of transport. For example, cycling, walking. [ ] Increase energy efficiency e.g. reductions in energy use[ ] educate and raise awareness of environmental issues in the Ouse Valley and Havens and what people can do to help.  |
| What outputs would you deliver with this funding? These are the tasks or activities you will carry out.  | *e.g. Installation of cycle parking, 3 community workshops* |
| Who will benefit from the project?  |  |
| Project start and finish datesPlease give a few key milestones  | *Start month Finish Month* *E.g. Operate stand at community fair September 2025. Purchase of* *equipment, October 2025*  |
| Have you received advice about this project? E.g. from the Ouse Valley Climate Action team, a professional or other organisation?  |  |
| Please list your project costs. Rows can be added. Categories can be grouped together e.g. rakes, spades as ‘tools’ ***Please note that an organisation’s overheads and staff costs are not eligible for funding.***  |

|  |  |
| --- | --- |
| **Item** Include quantities | **Cost**  |
| E.g. hand tools  | £300  |
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|  |  |
| Total |  |

Submit evidence of the cost of your main items over £500. This could be a quote you have received, screenshots from a website or copies from a catalogue.  |
| How much funding are you requesting from community pitch? ***This can be up to 90% of the total above*** | **£** |
| How do you anticipate raising the remaining amount? E.g. public events, approaching businesses for donations. ***If shortlisted you will be provided with an online donations page.***  |  |
| How will you share your activities with others during the project?  |  |
| What is the anticipated project legacy? * How will the outcomes benefit people after the project?
* How will these benefits be shared with others?
* What activities will carry on beyond the project?
 |  |

**\*Please continue onto the next page to write your pitch\***

**If shortlisted, information written in the table below will be used for publication >**

|  |  |
| --- | --- |
| Project Name and Town/Village |  |
| Your organisation’s name and purpose (max 50 words) |  |
| Tell people about your project.Maximum 150 words | What will you do?How does it take action for the environment and climate change? Who/what does it benefit? How will the project be shared with others during and/or after? Do you intend to continue after the funding and how?  |

**Video**

We’re asking entrants to send a short video of up to 60 seconds to accompany the application form. This can be simply shot, using a mobile phone or tablet. You can choose to be in front of the camera, or behind it!

**What to include in your video**

Use the information from the table above. Community Pitch aims to engage and inspire others to get involved in projects addressing climate change. Don’t forget to explain how your work reaches the community within your district, the Ouse Valley or Havens. If your project takes place in a location, like a community garden, you could shoot your video there. Your video should be:

* Up to 60 seconds in length only
* In an MP4 file format sent to grants@southdowns.gov.uk via WeTransfer or similar file sharing system.
* Submitted with the permission of those featured (or, where the video includes any persons under 18, the consent of their parent or guardian)
* In a finished format you are happy with. We will not be editing the videos.

In submitting the video you agree to take part in publicity related to the running of this funding initiative.

**What happens to my data?**

By providing the information above, including personal information, you consent to this information being used by the South Downs National Park Trust and South Downs National Park Authority for the purposes of administering and monitoring the Ouse Valley Climate Action (OVCA) project. Your information , including personal information may also be shared with partner organisations involved in the OVCA project for the purpose of shortlisting applications. We will not pass your personal details to anybody outside of the project team and will only contact you in relation to the OVCA project.

Your contact and project details will be retained for the duration of the OVCA project and for any statutory period required after the completion of the project.

Your project details will be used by the OVCA project team and partners (Lewes District Council, National Lottery Community Fund) in press and social media to promote the outcomes.

The OVCA project team may use your organisation details and project location to inform future funding.

Please contact us via: grants@southdowns.gov.uk if you have any questions. If you wish at any point to withdraw your consent to this processing please notify us info@southdowns.gov.uk .

The Full Privacy notices for the South Downs National Park Trust and Authority can be found here <https://www.southdownstrust.org.uk/privacy-policy/> <https://www.southdowns.gov.uk/national-park-authority/our-work/transparency-finance/privacy-statement-2/>

**Declaration Notice:**

* I confirm that the information submitted is true and accurate to the best of my knowledge
* I understand and agree to how data is used by the OVCA team.
* I agree to the publication and sharing of the information in the public pitch via social media and other partner channels
* Our organisation has the correct permissions in place to carry out the activities proposed
* Our organisation has a bank account with two un-related signatories
* I acknowledge that our organisation will be responsible for health & safety during delivery of the project.
* I have included our organisation’s governing document
* I have included examples of our proposed expenditure for individual items of £500 or over
* I understand that, if shortlisted, we will be asked to raise a minimum of 10% of the project value before confirmation of funding

I agree to the above and am responsible for signing on behalf of the named organisation.

