Icon

Description automatically generatedcommunity walking and cycling fund 2024

application form

|  |  |  |
| --- | --- | --- |
| About your organisation | | |
| 1.1 | Full name of applicant |  |
| 1.2 | Name of organisation/group you represent |  |
| 1.3 | Full postal address of the organisation (including postcode) |  |
| 1.4 | Telephone number |  |
| 1.5 | Email address |  |
| 1.6a | Full name of the project manager (if different from the applicant) |  |
| 1.6b | Telephone number of the project manager (if different from the applicant) |  |
| 1.6c | Email address of the project manager (if different from the applicant) |  |
| 1.7 | Where did you find out about the Community Walking and Cycling Fund? |  |
| 1.8 | What is the nature of your organisation? | A community group  A charitable/third sector organisation  Not for profit organisation, Community Interest Company (CIC) or social enterprise  Other (please specify) |
| 1.9 | Has your organisation received any other funding from Waltham Forest Council in the last 3 years? | Yes  No |
| 1.9a | If yes, please specify   * the funding source * amount received * details of the project that was funded * LBWF service area and contact name |  |
| 2.0 | Has your organisation received any other funding in the last 3 years? | Yes  No |
| 2.0a | If yes, please specify   * the funding source * amount received * details of the project that was funded |  |
| About your project | | |
| 2.1 | What is the name of the project that you are applying to the Community Walking and Cycling Fund for? |  |
| 2.2 | Address of where the project will be delivered |  |
| 2.3 | How much are you applying to the Community Walking and Cycling Fund for (up to £2500)? |  |
| 2.4 | Description of project (max. 250 words) |  |
| 2.5 | Describe the key aims of your project (what do you hope to achieve?) (max. 150 words) |  |
| 2.6 | Describe why your project is unique to your organisation (max. 150 words) |  |
| 2.7 | What are the existing skills and resources possessed by the organisation that will enable you to deliver your project? (max. 150 words) |  |
| About your project outcomes | | |
| 3.1 | Which beneficiaries does your project aim to engage with, and how are you planning to reach and engage with them? (max. 150 words) |  |
| 3.2 | What barriers to walking and/or cycling (as a means of transport, health and wellbeing or leisure) exist for your target group(s) that your project aims to address? (max. 150 words) |  |
| 3.3 | What is your expected number of beneficiaries and how did you calculate this? (max. 50 words) |  |
| Project management | | |
| 4.1 | Please provide a simple project plan, including a project timeline and cost breakdown for project delivery, as an attachment. |  |
| 4.2 | How will you ensure that the activities of your project are delivered and the beneficiaries are reached on time? (max. 150 words) |  |
| 4.3 | How will you monitor and provide evidence of your project outcomes? (max. 150 words) |  |
| 4.4 | How will your project continue to run and be sustained after you have spent the funding? (max. 150 words) |  |
| 4.5 | Successful recipients of the Community Walking and Cycling Fund are expected to hold their projects between 01 April 2024 and 31 October 2024. Do you agree to this? | Yes / No |
| 4.6 | Successful recipients of the Community Walking and Cycling Fund are required to submit a project update at two intervals when requested by a Council Officer. Do you agree to collect data, photos and testimonials (with written permission from participants) and provide this to the Council in a timely manner? | Yes / No  Signed:  Date: |

The deadline to submit your application form and any supplementary information is 10 March 2024 at 23.59pm.

Please send your application form to:

Email: [CWCF@walthamforest.gov.uk](mailto:CWCF@walthamforest.gov.uk)

Post: CW&CF - Sustainable Transport Team, London Borough Waltham Forest, Low Hall Depot, Argall Avenue, Leyton, E10 7AS (if posting please ensure it will be received by the deadline)