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Description automatically generated**Application Assessment**

All applications received to this funding will be assessed on the following:

* Planning – Is there a clear project plan in place?
* Previous year’s level of funding - Has this project previously received funding from alternative funding streams? How does this project hope to become more self-sustaining in the future?
* Targeted working – Does the project target one of the priority target audiences?
* Partnership working between Essex County Council and other organisations – how will this activity lead to better partnership working?
* Legacy aspects – how will our funding provide a long-lasting improvement to cycling? i.e. not a one off and can be sustainable.
* Project monitoring - what processes are in place to monitor engagement numbers and project impact?
* RideLondon – will the project use the RideLondon event to promote and raise the profile of cycling in Essex?
* Essex Cycling Strategy – will the project/ initiative directly link to one or more elements contained within the Essex Cycling Strategy? <https://www.essexhighways.org/Getting-Around/Cycling/Cycle-Strategy.aspx>

**Monitoring and branding requirements**

Every organisation receiving an award will need to use the Find Your Active and Safer Greener Healthier branding, collect information about the participants and project using the Active Essex Impact Tool (the link will be shared if you are successful), and showcase the impact the project has had on residents, through data capture of a case study. We welcome at any time, additional case studies and photos/ videos about people who are benefitting from the grant.

Please ensure you have read and refer to the guidance notes before completing this application.

If you would like any support with your application, please get in touch with a member of the team.

1. **Organisation Details**

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| --- | --- |
| **Organisation Name:** |  |
| **Address** (including postcode)**:** |  |
| **Full Name of Contact Person:** |  |
| **Contact Phone Number:** |  |
| **Contact Email Address:** |  |
| **Is this organisation constituted?** | 🞎 Yes  🞎 No |
| **Organisation Status** (*e.g. Not for Profit Voluntary/ Community Group, Charity, CIC etc)*  *Companies House/ Charity Commission Number (if applicable):* |  |
| **Organisation Website** |  |
| **Social Media Handles:** (Website, Facebook, Twitter, Instagram) |  |
| **Please provide a few lines about your organisation** |  |
| **Does your project aim to link to RideLondon?** |  |

1. **Project Details:**

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| --- | --- |
| **Outline of the project** *(include details of what the activity is, where it will take place, how many sessions and regularity, how many people will it engage, why there is a financial need for this project)* |  |
| **Total proposed investment and budget breakdown** |  |
| **Timescales: Start date and length of the project** |  |
| **Which priority group/ areas will this project support?** *(Tick all that are relevant)* | 🞎 Lower socio-economic groups  🞎 Ethnically diverse communities  🞎 People living with a disability  🞎 People living with long term health conditions  🞎 Older people  🞎 People with poor mental health  🞎 Deconditioned adults  🞎 Inactive people  🞎 Women  🞎 Basildon  🞎 Braintree  🞎 Brentwood  🞎 Canvey Island  🞎 Chelmsford  🞎 Colchester  🞎 Harlow  🞎 Tendring |
| **What difference will this make to your local community, and why is it needed?** |  |
| **Please tell us what will happen to the activity when the funding finishes.** |  |

1. **Essex Cycling Strategy:**

**Which of the nine strategic actions within the** [**Essex Cycling Strategy**](https://www.essexhighways.org/uploads/ecc%20cycling%20strategy%20novemeber%202016.pdf)*(from page 14)* **will your initiative help to deliver? How will your initiative help Essex meet one of its three aims to double the number of cycling trips within Essex?**

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**Declaration and Signatures (*this section must be completed for all proposals)***

|  |  |
| --- | --- |
| **Full name** |  |
| **Position in Organisation/Group** |  |
| **Date** |  |
| **Signature** |  |

**Once you application is submitted**

We will acknowledge receipt of your application, and let you know our decision as soon as possible. If we need further information, we will contact you. If you are successful, you’ll receive a simple award agreement clarifying the purpose of the award, the amount, and the conditions of the award. Once the agreement has been signed, you will receive your award within 14 – 28 days*.*

**Contact us:**

**🖂** [travelplanteam@essex.gov.uk](mailto:travelplanteam@essex.gov.uk)

**Website:**

<https://www.activeessex.org/health-wellbeing/active-environments/essex-cycle-grant/>