

GOOD GROWTH FUND 2018

Stage 1 Application Form

Project name

Lead organisation

Project summary (approx. 400 characters)

TOTAL VALUE

GENERAL INFORMATION

Please complete all sections of the form. If you are unable to do so (we may be requesting information you do not currently have access to) then include an explanation as to why this information cannot be provided at the current time.

Applications that are not presented in this template will not be considered.

Additional information in support of your proposal will be considered, this may be something which helps us to understand your project better or which supports a specific aspect of the proposal (for example evidence of demand, need or support). Supporting information may be Word or PDF documents (e.g. survey results, user-centred research, soft market testing, feasibility studies, drawings) but may also be in other formats, including images, videos, links to information on the internet or social media (e.g. a Twitter poll or Facebook page). We will not accept additions to the main application via supporting documents (i.e. no additional notes can be added to a particular section of the form in order to breach the character limit).

Completed Stage 1 Application forms and supporting documentation should be submitted by email to **goodgrowthfund@london.gov.uk** by **July 13th 2018**. Please ensure that:

- All documents being submitted are listed in this form under Section 5 – Appendices
- All documents have clear, short names as per the examples in Section 5 – Appendices
- Wherever possible, all documents should be attached to a single email, with the email including a link to a file transfer service if you need to send large files
- Wherever possible, individual documents should be merged into larger documents (for example, it would be helpful if you can submit one PDF including multiple letters of support rather than submitting several letters individually)

Feedback cannot be provided on drafts of your application, but if you have any queries about how to complete your form please email your query to **goodgrowthfund@london.gov.uk**. Please note the last possible date to submit queries when we can guarantee a response in advance of the submission deadline is **July 6th 2018**.

CONTENTS

1. APPLICANT CONTACT INFORMATION

- 1.1 Lead applicant
- 1.2 Other participating organisations

2. PROJECT DESCRIPTION

- 2.1 Project location
- 2.2 Project description (approx. 2,000 characters)
- 2.3 Project aims (approx. 2,000 characters)
- 2.4 Project support (approx. 1,350 characters)
- 2.5 Project stage
- 2.6 Project timings
- 2.7 Project focus
- 2.8 Project management (approx. 1,350 characters)
- 2.9 Project risks

3. PROJECT FUNDING

- 3.1 Funding breakdown
- 3.2 Funding actions
- 3.3 Delivery milestones

4. VALUE FOR MONEY

- 4.1 Deliverables
- 4.2 Legacy (approx. 1,950 characters)
- 4.3 Evaluation (approx. 1,950 characters)

5. APPENDICES

6. DECLARATION

1. APPLICANT CONTACT INFORMATION

1.1 Lead applicant

We encourage partnership applications to the Good Growth Fund, but any project will require a lead organisation able to enter into legal agreement with the Greater London Authority, receive our funding and manage the project cash flow accordingly. Please indicate the lead organisation here.

Lead organisation name

Trading name (if different to the above)

Registered address

Registered company or
charity number (if relevant)

VAT registration number (if relevant)

Type of organisation

if other, please state

Are multiple parties involved in delivering this project?

Yes

No

Please ensure these details are accurate as we will require a central contact for any queries and information requests and to advise you of the outcome of your application.

Project manager name

Role within the organisation

Contact email address

Contact phone number

Are you related to any elected GLA officials or members of our staff?
This is to establish if there will be any conflict of interest when assessing your application.

Yes

No

If yes, please state their names and team(s) they work in

Have you been in contact with any elected Greater London Authority officials or members of our staff in relation to your project either at an engagement workshop or during the previous Round? This is to establish as much context as possible around the development of your idea.

Yes

No

If yes, please state their names and team(s) they work in and the nature of support.

ORGANISATION NAME

ORGANISATION ADDRESS

**NATURE OF THEIR SUPPORT
FOR THE PROJECT**

2. PROJECT DESCRIPTION

2.1 Project location

Location / Site / Building name

Address

Indicative
postcode
(This is to enable
us to map your
application)

Borough

Ownership of site (approx. 1,450 characters)

What permission is required from the site owner / occupier to conduct the project on the site?
For example, is the site owned by the applicant? Is the site under local authority or other ownership and therefore likely to require various permissions? Have you been in contact with the site owner and received the necessary permission?

2.2 Project description (approx. 2,000 characters)

Briefly summarise your project, explaining what will be required to deliver it. In the Good Growth Fund prospectus we list nine actions which give some guidance to the types of activities we will support. Where possible, please indicate any which are related to your intervention.

2.3 Project aims (approx. 2,000 characters)

Describe the general context and specific issue you are seeking to address, as well as the overall purpose of your project. In describing your project you should consider how it will relate to the three strategic challenges of empowering people, making better places and growing prosperity.

2.4 Project support (approx. 1,350 characters)

What local engagement has been undertaken so far and how can you evidence the demand or need for your project? If possible, please include a summary of the activities so far (e.g. consultation events, surveys, research activities etc.). Make reference to any complementary projects or initiatives in the local area, and where possible demonstrate any strategic advantages.

If you can, please attach or provide links to any evidence (e.g. letters of support, a Twitter poll, Facebook page etc.) as appendices (refer to Section 5).

2.5 Project stage

Feasibility/Research

Business case completed

Concept

Planning submitted

Planning approved

Procurement

Ready to deliver

In delivery / construction

if other, please state

2.6 Project timings

Anticipated delivery start date

Anticipated delivery end date

2.7 Project focus

We're interested in finding out the specific focus of your intervention. Please indicate the Good Growth Fund actions it relates to in order of priority. Only include actions which are directly related to your project.

ACTIONS

RANK

1. Develop civic infrastructure
2. Back small business
3. Secure and create workspace
4. Craft a smarter city
5. Intensify London's local economies
6. Build skills and employability
7. Deliver community-led regeneration
8. Enhance public space
9. Share culture

2.8 Project management (approx. 1,350 characters)

Who will manage the project? (e.g. current staff / new staff at your organisation, a contractor) If you will need to bring in additional resources to deliver the project, please describe these arrangements:

2.9 Project risks

List the top 3 risks you expect to encounter as part of the project and your strategy for dealing with them

3. DELIVERABILITY

The Good Growth Fund will expect to fund up to 50 per cent of the total project value, with the remainder covered by match funding. Applicants should be aware that the majority of the available funding is capital funds, so we would encourage revenue elements of projects to be funded via match.

European Social Fund (ESF) revenue is available for projects which deliver employability and skills outcomes and are co-commissioned with the GLA. Please ensure you have read Appendix 2 of the Prospectus and spoken with a member of the ESF Delivery Team before submitting an ESF Funding Request. You can contact us on ESFProgramme2014-20@london.gov.uk quoting Good Growth Fund in the subject line.

3.1 Funding breakdown

Good Growth funding request

TYPE OF FUNDING	AMOUNT
Capital Grant	
Repayable grant (loan)	
European Social Fund	
TOTAL	

3.2 Funding actions

If possible, please indicate a percentage estimate of your funding which would be allocated to each GGF action.

Please click 'Rank' to copy over primary and secondary indicators allocated in 2.7.

ACTIONS		GGF ALLOCATION	MATCH FUNDING ALLOCATION	
3.	example: Secure and create workspace	1	70%	20%
5.	example: Build skills and employability	2	80%	30%
1.	Develop civic infrastructure			
2.	Back small business			
3.	Secure and create workspace			
4.	Craft a smarter city			
5.	Intensify London's local economies			
6.	Build skills and employability			
7.	Deliver community-led regeneration			
8.	Enhance public space			
9.	Share culture			

4. VALUE FOR MONEY

4.1 Deliverables

Please indicate appropriate deliverables to quantify the level of impact your project will have, and describe how your project will lead to them.

Please refer to page 58 of the prospectus and the accompanying handbook and framework for guidance. All projects will be expected to select at least three from a set of core Good Growth Fund measures which are included as a prompt. Additional relevant measures should be selected from the framework and included in the table.

We understand that figures may be estimates at this stage, but please make them as realistic as you can.

Deliverables	Target	How will your project generate these outputs/outcomes? e.g. permanent jobs created for staff of a new community space
CORE MEASURES		
example: PROS 4.1 New jobs being created and existing jobs being protected and safeguarded	100	redevelopment of a workspace building
PEOP 1.1 Number of people who participate in a project		
PEOP 5.3 Number of volunteering opportunities created		
PEOP 7.1 Sense of belonging to an area		
PEOP 3.3 Number of people progressing into work		

Deliverables	Target	How will your project generate these outputs/outcomes? e.g. permanent jobs created for staff of a new community space
<p>PLAC 2.1 The amount of public realm being created or improved, and the increase in its use</p>		
<p>PLAC 3.3 Number of vacant units being brought back into use</p>		
<p>PLAC 7.1 Increase in visitor satisfaction</p>		
<p>PLAC 3.1 Increase in footfall</p>		
<p>PROS 4.1 New jobs being created and existing jobs being protected and safeguarded</p>		
<p>PROS 6.1 Number of businesses receiving support</p>		
<p>PROS 2.1 Commercial / business space being created or improved, and its value measured</p>		
<p>PROS 7.3 Increase in business turnover</p>		

4.2 Legacy (approx. 1,950 characters)

Please provide a brief description of your current ideas or plans to ensure ongoing delivery and management of the facility or service after the end of the Good Growth funding period.

4.3 Evaluation (approx. 1,950 characters)

Please provide a brief description of your current ideas or plans in regards to how you will evaluate the impact and success of your project.

5. APPENDICES

Please list all documents which you are submitting with your application form, and ensure that your documents are named consistently with the list.

If necessary, please clarify the content and purpose of the documents. Example:

Document name

Project name_Applicant name_Stage1_Application_Form

Project name_Applicant name_Appendix 1_Site plan

Project name_ Applicant name_Appendix 2_Site images
(Notes: Photos showing the site in early 2018)

Project name_ Applicant name_Appendix 3_ Letters of Support
(Notes: Ten letters from local organisations showing support for the project)

6. DECLARATION

The declaration must be completed by a Director of the organisation or equivalent. Applications without a completed declaration section will not be considered.

Please type the name and position of the relevant person into the boxes provided on page 24 along with the date. It is not necessary for this declaration to be physically signed.

If your organisation's internal procedures require the form to be digitally signed please submit two versions of the form (one signed, one unsigned) as digital signatures lock the form content which delays processing of your application.

As a public organisation we have to follow the Data Protection Act 1998 and the Freedom of Information Act 2000 and the General Data Protection Regulations. We have a data protection policy, which is available from our website at www.london.gov.uk

We also have a Freedom of Information policy which is also available from our website at www.london.gov.uk

By signing this application form, you agree to the following:

- A. We will use this application form and the other information you give us, including any personal information, for the following purposes.

To decide whether to award your proposal support.

To provide copies to other individuals or organisations who are helping us assess and monitor support. After we reach a decision, we may also tell them the outcome of your application and, if appropriate, why we did not offer you support.

To hold in our database and use for statistical purposes.

If we offer you funding or support, we will publish information about you relating to the activity we have funded, including the amount of funding and the activity it was for. This information may appear in our press releases, in our print and online publications and in the publications or websites of any partner organisations who have funded the activity with us.

- B. You have read the GLA data protection and freedom of information policies and accept how we generally plan to treat your application and other related information if someone asks to see it under the Freedom of Information Act 2000.

Tick this box if you consider that we should treat your proposal as confidential information.

Tick this box if you consider that we should treat your financial information, such as your budget and any business plan, as confidential information.

Tick this box if there is any other information you have provided that you consider to be confidential information. You must tell us what that information is and give us your reasons or in a separate letter. If you are sending us a separate letter, please write 'letter included' .

- C. Please note that your project summary and any images or videos that you supply may be published if your project is selected for further development or if you are asked to submit a more detailed application form. By submitting this text and any accompanying materials you give us full permission to use them on our website and in other publications and marketing materials produced by the Mayor of London.

To the best of my knowledge, I confirm that the information supplied on this form is correct and complete. If successful, this organisation will use the funding only for the purpose shown in this application.

Name:

Position:

Date