**RWT Platinum Jubilee Grant 2022**

**Guidelines for applicants**

Rudheath & Witton Together (RWT) is a community-run partnership managing £1million of Lottery funding allocated to our area, and making sure this is spent fairly and properly between now and 2024. Have a look at [www.rudheathandwitton.org.uk](http://www.rudheathandwitton.org.uk) for more details.

**Who will we give funding to?**  
The Platinum Jubilee Fund is offering grants which must be spent in our RWT community towards properly organised street parties which celebrate the Platinum Jubilee – people who benefit from the grant must live in the area defined by Big Local. Please see the RWT area map on our [website.](https://www.rudheathandwitton.org.uk/about-us)

(Please note this includes the new development on Shipbrook Road, which is not shown on the map). If unsure please contact us and we’ll confirm if you are in the Big Local area.

**How much can we ask for?**

The Jubilee grant is for one-off grants to support people to hold community street parties, up to a maximum of **£150**. Although you can apply for a smaller amount depending on what you are planning to do.

The grant can be used towards the following items:

* Cost of Public Liability Insurance (from £59)
* Equipment – such as plates, bunting, napkins etc.
* Additional costs on road closures, such as traffic management
* Food/drinks (not alcohol)

**Deadlines**

The deadline for applications is 12 noon on Thursday 21st April 2022 or when the grant budget is spent (whichever comes first).

**Remember, only activities which primarily benefit residents in the Rudheath & Witton area can be considered.**

**To apply for a grant**

You can download a form from the RWT website or contact us [info@rudheathandwitton.org.uk](mailto:info@rudheathandwitton.org.uk) or [Heidi.bibby@groundwork.org.uk](mailto:Heidi.bibby@groundwork.org.uk) and we’ll send you a copy. If you need support to complete the form or any questions please contact Heidi 07788340957 or [Heidi.bibby@groundwork.org.uk](mailto:Heidi.bibby@groundwork.org.uk)   
You need to provide the names of two people in the street who are unrelated/ not at the same address to be eligible.

Completed forms should be returned to Heidi Bibby either via email [Heidi.bibby@groundwork.org.uk](mailto:Heidi.bibby@groundwork.org.uk) or posted to:

Heidi Bibby – Rudheath and Witton Together, C/O Groundwork CLM, Waterside House, Navigation Road, Northwich CW8 1BE.

Your proposal will then be considered by RWT who will make a decision within 2 weeks of receiving your application.

If your application is successful you will then be sent a short grant agreement which shouldbe signed and returned by both applicants, then your grant will be paid to the main applicant via Groundwork accounts.

**Conditions of the Jubilee grant**

* Must only benefit RWT Big Local area residents.
* Parties must be properly organised (meeting Local Authority guidelines where appropriate).
* Applicants must live and hold the party in the RWT Big Local area.
* The maximum amount you can apply for is £150.
* Only one application per street can be accepted. Groups of streets can apply together but will only be eligible for a maximum of £150.
* Applicants are responsible for arranging road closures, traffic management, public liability insurance and other aspects of the party as per CWAC guidelines. RWT are not responsible for organising the event/ road closures/ traffic management/ cancellation and related costs.
* If using public land (such as public fields/ playing fields) permission from the land owner must be gained for the party.
* Funding must be spent on the items in the application and RWT will not fund alcohol for the events.
* If awarded funding RWT will need copies of receipts from the main applicant within one month of the party. If evidence cannot be provided RWT reserve the right to ask for the grant to be returned.
* You cannot claim funding for that has already taken place. Anything you have spent before your grant was awarded by RWT cannot be reclaimed.
* Once awarded you cannot significantly change the use of the grant award from your original proposal without first discussing the changes with RWT.
* You must have appropriate insurance for any activities provided. RWT/ Groundwork accepts no liability.
* We will ask each group to share photos/ feedback from the party – this may be shared via RWT social media or with Local Trust.
* We will expect you to refer to the guidance from Cheshire West and Chester on street parties: [queens-platinum-jubilee-events-guidance.docx (live.com)](https://view.officeapps.live.com/op/view.aspx?src=https%3A%2F%2Fwww.cheshirewestandchester.gov.uk%2Fnews-and-views%2Fdocuments%2Fqueens-platinum-jubilee-events-guidance.docx&wdOrigin=BROWSELINK) and will need to see proof of correspondence with CWAC to confirm road closure/ or agree alternative arrangements.

There is other guidance from the [Government](https://platinumjubilee.gov.uk/get-involved-with-the-platinum-jubilee/) and [The Big Jubilee Lunch.](https://www.edenprojectcommunities.com/the-big-jubilee-lunch)

* To avoid any potential conflicts of interest we ask that partnership members planning parties do not apply but ask other residents to be the main/ second contacts.

**RWT Platinum Jubilee Grant 2022**

**Application form**

**Before completing this form refer to the attached guidance notes/ RWT will be more than happy to help you to fill the form in.**

**Please remember**, **only activities which primarily benefit residents in the Rudheath and Witton area can be considered.**

|  |  |
| --- | --- |
| **Main Applicant Contact Details**  **(this is the person responsible for receiving the grant and sending receipts)** | |
| **Name:** |  |
| **Address:** |  |
| **Telephone Number(s):** |  |
| **E-mail address:** |  |

|  |  |  |  |
| --- | --- | --- | --- |
| **Is the street party taking place at the street named above?** Yes  No | | | |
| **If not where is it? Why isn’t it being held in your street named above?** | | | |
| **Has your street party got a small planning group?** | YES / NO | **How many people are in the planning group?** |  |

|  |  |
| --- | --- |
| **Second Applicant Contact Details (must be unrelated and a different address to the main applicant)** | |
| **Name:** |  |
| **Address:** |  |
| **Telephone Number(s):** |  |
| **E-mail address:** |  |

|  |  |
| --- | --- |
| **Tell us about your plans to celebrate the Jubilee** | |
| **Tell us how your community/ street will celebrate and what will be the benefit to your community.** | |
| **Please tell us** | |
| How many people/ families will benefit from your party? |  |
| What date will your street party take place? |  |

|  |
| --- |
| **Costs** |
| **How much money are you asking RWT for?** |
| **Please explain what the grant would be used to pay for?** |

Please both applicants sign below to confirm that you have the authority to apply for and accept funding on behalf of your street party.

We confirm that we are eligible to apply for funding on behalf of our street.

**Main Applicant**

**………………………………………………… …………………………………………………**

Signature Print name

**…………………………………………………**Date

**Second Applicant**

**………………………………………………… …………………………………………………**

Signature Print name

**…………………………………………………**Date