

**HERTFORDSHIRE WORKS PARTNERSHIP
VIBRANT TOWNS GROUP
RECESSION TO RECOVERY PROGRAMME**

**INVITATION TO SUBMIT A BID FOR FUNDING FROM THE PRG LOCAL
SHOPPING CENTRE IMPROVEMENT FUND 2009**

**Please note: This bid relates to Capital Funding only
Please refer to the Guidance Notes when completing this form.
Please note deadline: 15th January 2010**

SECTION A	The local authority leading the bid
Local authority	
Contact name:	
Position in organisation	
Address:	
Telephone:	
Fax:	
E mail	
SECTION B	The Project
Project name	
Location and address of project: (if project relates to more than one town/local shopping centre, please list all the centres)	
Project summary: Please provide (1) an overview of your project, (2) say what it will deliver (3) explain what problems and issues it is designed to address, and	

<p>(4) explain how it will contribute to improving the vibrancy and vitality of this/these town centre(s)/local shopping parade(s):</p>	
<p>SECTION C</p>	<p>Scoring Criteria</p>
<p>We will assess your bids on the basis of the information provided on the Expression of Interest form and any additional information you want to provide at this stage on how your project meets the following criteria:</p> <p>Criteria 1: Innovation</p>	
<p>Criteria 2: Additionality</p>	
<p>Criteria 3: Partnership</p>	
<p>Criteria 4: Funding</p>	
<p>Criteria 5: Deliverability</p>	
<p>SECTION D</p>	<p>Milestones</p>
<p>Please provide a breakdown of the main milestones for this project:</p>	

SECTION E		Funding	
Funding source	2009/10	2010/11	Total
PRG capital			
Match funding			
Total			

Match funding breakdown:

Match funding	2009/10	2010/11	Total
Capital			
Revenue			
Total			

If revenue match funding has been identified, please provide a breakdown - nature of the match funding, who is providing it and how it has been valued/costed:

Please submit an outline budget for the scheme:

Budget submitted
Y?
N?

SECTION F	Sustainability
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Please explain how the project will be sustained after completion: if a building or building works, who will be responsible for maintaining the structure and has funding has been identified?

SECTION G	Statutory Consents
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What statutory or other consents (including planning permission, landowner, legal, highway closure etc) will be required to implement your project and who will be responsible for obtaining these?


SECTION H	Risks
Please identify all risks associated with developing and delivering this project and how you intend to manage/mitigate them;	
SECTION I	Project Management
Please explain how the project will be delivered and managed – in-house by the local authority or externally by consultants?	
SECTION J	Carbon Impacts
Please identify any specific measures that will be taken within the project to reduce its carbon impact ;	
SECTION K	Other policies
Please confirm that your authority has equal opportunities and health and safety policies relevant to the works to be carried out within this project;	
SECTION L	Monitoring and evaluation
Please explain how you intend to monitor progress on the project and evaluate its benefits including how any learning will be communicated across Hertfordshire;	
SECTION M	Additional information
Please give any additional information that you wish the assessors to consider in making their decision:	

Declaration

I declare that to the best of my knowledge and belief, the information given on this application form and in any supporting material is correct.

I understand that acceptance of this bid by Hertfordshire County Council (HCC) does not in any way imply that the project has been agreed, is eligible for or will receive funding from the Vibrant Towns PRG allocation.

I give consent for this information to be stored and held in accordance with the Data Protection Act 1998 and used by Hertfordshire Works and its Vibrant Towns Group. I understand that if my application is successful, the name of my organisation, my partners and the amount awarded will be made public by the partnership in text and/or electronic form.

Signature: (the appropriate authority must sign all project applications)	
Name of signatory:	
Position of signatory:	
Organisation	
Date:	
please return this form on or before Friday 15 th January 2010 by email to:	
and send a signed printed version on or before Friday 15 th January 2010 to:	David Hughes Hertfordshire County Council County Hall, Hertford SG13 8DN