

Rural England Prosperity Fund Stage 2 Application Form

Applicant Details

<p>Project Name</p> <p><i>Provide the name of the project</i></p>	
<p>Project Applicant</p> <p><i>Provide the name of the person/organisation submitting the application form</i></p>	
<p>Business/Organisation Type <i>(please tick where applicable)</i></p>	<p>For profit business</p> <p>Not for profit organisation</p> <p>Charity</p> <p>Government Organisation</p> <p>Other <i>(please specify)</i></p>
<p>Company Registration Number (or equivalent)</p> <p><i>Please provide company registration number or registered charity number (leave blank if not applicable)</i></p>	
<p>Company VAT Number if applicable.</p> <p><i>Please note VAT reclaimable form HMRC is ineligible</i></p>	
<p>Name of Senior Responsible Owner <i>(the person responsible for ensuring the project meets its objectives and delivers its intended benefits)</i></p> <p>.</p>	
<p>Contact Name, telephone, and email address</p> <p><i>Please provide the name of the individual submitting the application</i></p>	
<p>Applicant Address (including postcode)</p> <p><i>Please note; the project must be located within and benefit the economy/residents of South Cambridgeshire</i></p>	
<p>Where is the project located? (including postcode)</p>	
<p>Is your project located in a rural area ?</p> <p><i>To find out if your project is located in a rural area, please view the Rural England Prosperity Fund magic mapping tool contained within the guidance document</i></p>	

Project Summary Information

Project Description

Please provide a summary description of your project. Outline the project, why it is needed, how it meets the objectives of RSPF set out in the [guidance](#), its method of delivery, any partner organisations involved etc.

Maximum 250 words

Please note, funding is for capital projects only and must be spent on lasting assets such a building or equipment. You cannot spend grants on revenue costs such as running costs or promotional activities. Grants must be for business or community purposes.

Type here:

Total Project Cost £	RSPF Grant Request £
<i>Total cost of project includes match funding and RSPF funding required</i>	<i>Amount of RSPF funding requested for the project</i>
Intervention Rate %	
<i>Grant request as a percentage of the total project cost</i>	
Has your project started ?	YES NO
Proposed Start Date	
<i>Date that project delivery will commence if not started</i>	
Proposed Practical Completion Date	
<i>Date of the end of project delivery</i>	
Proposed Date Outputs Complete	
<i>Date when all outputs will have materialised</i>	

<p>Is any of the information contained in the application of a commercial nature and should not be published?</p> <p><i>If yes, please provide details in relevant sections in the application form.</i></p>	YES	NO
<p>Displacement</p> <p>Are you aware of any other similar activity in the area with which this project may compete?</p>		

Rural England Prosperity Fund – Interventions and Priorities

<p>Interventions, Outputs and Outcomes</p> <p><i>Please read this information carefully before completing only the sections that are relevant to your project. This section will set out how your project will contribute to the overall REPF programme via it's Priorities, Interventions, Outputs and Outcomes. Definitions of the Outputs and Outcomes can be found here.</i></p>
<p>Evaluation</p> <p>It is important that all projects are monitored and evaluated to demonstrate their impact.</p> <p>All projects will need to comply with a quarterly online reporting schedule to enable South Cambridgeshire District Council to fulfil the government's requirements, including:</p> <ul style="list-style-type: none"> • Capturing and holding data sets (including baseline data) to support monitoring, in addition to the formal reporting requests. • Obtaining unique identification numbers from beneficiaries of interventions • Collecting Company Record Numbers (CRN) for all businesses who directly benefit from REPF interventions within the South Cambridgeshire district. This data will need to be captured and stored by South Cambridgeshire District Council for the duration of the project. • Ensuring that privacy notices are in place to inform data subjects of the need to collect and share personal data <p>Please summarise your overall approach to monitoring and evaluation below.</p>

Type here

Supporting Rural Businesses

Please select the Interventions that your project will support if your project is within the Supporting Rural Business priority. Before selecting an Intervention, please read the information for each in the text box below. We welcome project proposals that will deliver on multiple Interventions, so please select all that apply.

Please add indicative Outputs and Outcomes for the interventions you have selected, both as a total for your project and on a quarterly basis if possible. We recognise that these figures will be subject to change during the programme.

If your project does not cover the Supporting Rural Business priority areas, please leave this section blank.

Small Scale Investment

Capital grants for small scale investment in micro and small enterprises in rural

areas. Including for net zero infrastructure for rural businesses and diversification of farm businesses outside of agriculture to encourage start up, expansion or scale up of these businesses where this involves converting farm buildings into other commercial or business uses.

Output	Number of businesses supported	23/24	23/24	24/25	24/25	24/25	24/25
		Q3	Q4	Q1	Q2	Q3	Q4
	Number of farm businesses supported						
	Number of farm diversification projects supported						
	Number of micro businesses supported						
Outcomes	Jobs Created						
	Jobs Safeguarded						
	Number of new businesses created						
	Number of businesses adopting new technologies and processes						
	Number of businesses with improved productivity						
	Number of businesses experiencing growth						

Capital grants for growing the local social economy and supporting innovation. This

includes: Community businesses, Cooperatives and social enterprises, research and development sites.

Output	Number of businesses supported						
	Number of farm businesses supported						
	Number of farm diversification projects supported						
	Number of micro businesses supported						
Outcomes	Jobs created						
	Jobs safeguarded						
	Number of new businesses created						
	Number of businesses adopting new technologies or processes						
	Number of businesses with improved productivity						
	Number of businesses increasing their turnover						

Supporting rural communities

Please select the Interventions that your project will support if your project is within the Supporting Rural Communities Priority. Before selecting an Intervention, please read the summary information for each in the text box below. We welcome project proposals that will deliver on multiple Interventions, so please select all that apply.

Please also add indicative total Outputs and Outcomes for the Interventions you have selected, both as a total for your project and on a quarterly basis if possible. We recognise that these figures will be subject to change during the programme. If your project does not cover the Supporting Rural Communities priority, please leave this section blank.

Capital grants for investment and support for digital infrastructure for local community facilities.

Output		23/24 Q3	23/24 Q4	24/25 Q1	24/25 Q2	24/25 Q3	24/25 Q4
	Number of organisations receiving grants						
	Number of facilities supported, created or installed						
Outcomes	Jobs created						
	Jobs safeguarded						
	Increased users of facilities or amenities						
	Improved perception of facility or infrastructure project						
	Improved perception of facilities or amenities						

Capital grants for investment in capacity building and infrastructure support for local civil society and community groups

Output	Number of EV charging points	23/24 Q3	23/24 Q4	24/25 Q1	24/25 Q2	24/25 Q3	24/25 Q4
	Number of visitors or locals using charging points						
	Number of community energy project funded						
Outcomes	Improved perception of facilities or amenities						

	Increased users of facilities or amenities						
	Improved perceived or experienced accessibility						
	Number of new businesses created						

Capital grants for creation of and improvements to local rural green spaces

Outputs		23/24 Q3	23/24 Q4	24/25 Q1	24/25 Q2	24/25 Q3	24/25 Q4
	Amount of rehabilitated land or premises						
	Square metres(m2) of land made wheelchair accessible or step free						
	Amount of public realm created or improved						
	Number of facilities supported or created						
	Amount of green or blue space created or improved						
Outcomes	Increased footfall						
	Increased visitor numbers						
	Increased use of cycleways or paths						
	Jobs created						
	Improved perception of facilities or amenities						
	Increased users of facilities or amenities						
	Improved perceived or experienced accessibility						

Capital grants for existing cultural, historic and heritage institutions that make up the local cultural heritage offer

		23/24 Q3	23/24 Q4	24/25 Q1	24/25 Q2	24/25 Q3	24/25 Q4
Outputs	Number of organisations receiving financial support other than grants						

	Number of organisations receiving grants						
	Number of tourism, culture or heritage assets created or improved						
	Amount of green or blue space created or improved						
	Amount of land or premises supported						
	M2 of land made wheelchair accessible or step free						
	Number of facilities supported						

Capital grants for local arts, cultural, heritage and creative activities

		23/24 Q3	23/24 Q4	24/25 Q1	24/25 Q2	24/25 Q3	24/25 Q4
Outputs	Number of potential entrepreneurs provided assistance to be business ready						
	Number of organisations receiving grants						
	Number of local events or activities supported						
Outcomes	Jobs created						
	Jobs safeguarded						
	Increased footfall						
	Increased visitor numbers						
	Improved perception of facilities or amenities						
	Number of community led arts, cultural, heritage and creative programmes						
	Improved perception of events						

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Capital grants for active travel enhancements in the local area

		23/24 Q3	23/24 Q4	24/25 Q1	24/25 Q2	24/25 Q3	24/25 Q4
Outputs	Amount of new or improved cycleways or paths						
	Number of facilities supported or created						
	Amount of green or blue space created or improved						
Outcomes	Increased use of cycleways or paths						
	Improved perception of facilities or amenities						

Capital grants for rural circular economy projects

		23/24 Q3	23/24 Q4	24/25 Q1	24/25 Q2	24/25 Q3	24/25 Q4
Outputs	Number of organisations receiving grants						
	Number of people reached						
Outcomes	Improved engagement numbers						
	Improved perception of local facilities or amenities						
	Number of community led programmes as a result of support						

Capital grants for impactful volunteering and social action projects to develop social and human capital in local places

Outputs	Number of organisations receiving grants						
	Number of local events or activities supported						
	Number of projects supported						
Outcomes	Improved engagement numbers						
	Volunteering numbers as a result of support						

Project Aims

Please describe the overall aims or desired outcomes that the project hopes to achieve (300 word limit) linking these to the relevant REPF Interventions, Outputs and Outcomes where possible

Type here

Project Objectives

A set of Specific, Measurable, Achievable, Realistic and Time limited (SMART) objectives should be identified that show how the project aims will be achieved (150 word limit)

Type here

Demand and Need for the Project

Why is the project needed? Describe the impact of the project. Projects will specifically be evaluated on their localised approach and impact (200 word limit)

Type here

Commercial Case

Procurement Declaration

Do you accept this guidance on procurement for goods and services. We may require evidence of your procurement process if awarded funding

YES

NO

Value of contract

Minimum Procedure

£0 - £2,499

Direct award

£2,500 - £24,999

Three Quotes

Over £25,000

Formal tender process

Subsidy control

All applications must take consideration of how the activity outline will deliver in line with subsidy control requirements as outlined by the UK governments guidance.

A full subsidy control analysis will be conducted on each application. To assist and speed this process please consider the following questions:

- a) Is the requested grant amount over £315,999 or is your organisation likely to receive more than £315,000 in grants over a three year period ?
- b) Is your organisation an 'enterprise', (i.e a business conducting economic activity)?
- c) Will the grant create an economic advantage for your organisation?
- d) Will the grant have, or be capable of having, an effect on competition either within the UK or internationally?

Does any aspect of the project involve the provision of subsidies?

Please indicate YES/NO

If Yes, summarise how the subsidies are compliant with the UK's subsidy control as set out in the [guidance](#).

Financial Case

Please set out the financial profile for the project by type of spend and funding source for Year 1 2023 -24 and Year 2 (2024-25)

Please note VAT reclaimable from HMRC is ineligible.

Please note REPF is for CAPITAL PROJECTS ONLY.

Year	Q	REPF Required (£) Do not include match funding
Y1 2023-24		
Y2 2024-25		

5.2 Please outline the key components of expenditure and overheads of your project.

Please consider the minimum and maximum amounts for scalability, including any optional elements of your project that could be included or excluded according to the funding available. We may request further detail on your expenditure as part of our evaluation process.

VAT which is recoverable, by whichever means, is ineligible, even if it is not actually recovered by the final purchaser or individual recipient.

Irrecoverable VAT can be claimed as an eligible cost provided the claim is substantiated by appropriate evidence, such as a VAT registration letter that confirms the VAT status of the organisation, from the organisation's auditors or accountants.

(Add rows as needed)

Component of Expenditure <i>What will the funds be spent on</i>	Total Expenditure (£)		How has this been determined ?
	Min	Max	
Total			

Match Funding

Please outline the details of any match funding that will be used to deliver the project alongside REPF funding

Will the project require match funding? YES NO

If yes, how much match funding will be required? (£)

Please outline other source(s) and status of match funding if using.

If your application is successful we will require evidence of match funding

Source of funding	Status of funding
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<p>Annual Spend Request</p> <p>Please set out the financial profile for the project by type of spend and funding source for appropriate years, Y1 (2023-24) and Y2 (2024-25)</p>			
	Year 2 2023 -2024	Year 3 2024 -2025	Total (£)
Match Funding			
REPF			
Total Project Cost			

<p>Management Case</p> <p>Risk</p> <p><i>Please summarise your overall approach to managing the key risks to your project in the box below</i></p>			
<p>Please describe the key risks to your project, along with any proposed actions to mitigate these</p>			
Risk Identified	Mitigating Actions	Likelihood (1-5)	Impact (1-5)
<p>Are any statutory consents required to deliver the project?</p> <p><i>For example planning applications, legal considerations or any other consents required</i></p>		YES	NO

If YES has this been obtained? *Please append evidence. Evidence will also be required of the discharge of any conditions*

If NO, what date is this expected?

Publicity

Guidance on the branding/publicity requirements for REPF is available [here](#)

Please confirm that you have read and will comply with all aspects of the fund branding and publicity requirements, which may include displaying a plaque. Tick below to confirm

YES

NO

Declaration

- I am content for information supplied here to be stored electronically and shared in confidence with other public sector bodies who may be involved in considering the case.
- I confirm as the applicant I have not committed, nor shall commit, any Prohibited Act.
- I understand that if I give information that is incorrect or incomplete, grant may be withheld or reclaimed, and action taken against me. I declare that the information I have given on this form is correct and complete.
- I confirm that I have full authority from the appropriate level within the applicant organisation to enter into this application and any subsequent Funding Agreement.
- I understand that any offer may be publicised by means of a press release giving brief details of the project and the grant amount.
- I confirm that any activity relating to the information provided here will be of an inclusive and non-discriminatory nature and incorporate the diversity and inclusivity practices of South Cambridgeshire District Council

Signed	
Print Name	
On behalf of	
Position within organisation	
Date	