

# Ward Action Plan Budget Proposal Form

Please read the Guide to the Community Plan Budget before you fill in this form

Then complete Section 1: Budget Proposal.

If you are proposing to deliver the project yourself, please complete Section 2: Delivery agency as well. We can help you with this or do it for you – see who to contact in the **Guide to Community Plan Budget**.

Continue or separate sheets if you need to, or expand the boxes if you are filling in the form electronically.

## Section 1: Budget Proposal

1. Name of Ward

2. Title of proposal

3. Name of group or person making the proposal

4. Short description of proposal. Please include information on **how the money will be spent, who will benefit, when they will benefit, and how we will know when the proposal has been successful.**

It is important that your answer to this question is clear and detailed, because we will only pay the costs when we can see evidence that the outcomes you describe here have been achieved. You can provide further details in your supporting information if you want to.

It is proposed to launch this project as soon as possible. It will be instructed overseen and advised by the head Gardener of Knighton Park and assisted by the volunteers from the Knighton Park Garden Club. This is a short term training programme for the 'Train to Gain' group and Bau Manor Group for people with learning Difficulties. The aim is to teach preparation and cultivation of 8 flower beds in the park; this will be followed by the planting of the 8 beds with roses. The project is expected to be completed by the Spring 2010.

Both groups will benefit, by seeing the project through from start to finish. It will also be an ongoing achievement that can be viewed by all members of the public who visit the park.

The money we are requesting for will go to the purchase of the Roses! Peoples time and advise will be given on a voluntary basis as will any further assistance needed to complete the project.

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5. Which priority or priorities in the Ward Action Plan does your proposal support? (Add further rows or continue on a separate sheet if needed).

Priority number and priority description (taken from the Ward Action Plan)	
	Voluntary Projects

6. Have you provided any supporting information?  Tick if yes

7. What is the total cost to the Community Meeting?

8. How have you estimated or calculated the cost? Please show each item of expenditure and say whether it is an estimate or an actual cost.

Item	Cost £	Estimate or actual cost?
Rose (Bare Root)		250
<b>Total</b>		250

9. Have you tried to get funding for this project from anywhere else, either in the Council or from another organisation? If so, please give details

No

10. Who proposed the project? Please provide contact details.

Name of contact person	Sue Green
Your position in organisation or group	Treasurer
Name of organisation or group	Knighton Park Gardening Club
Address	
C/O	<input type="text"/>
Phone number	<input type="text"/>
Email	<input type="text"/>

**Section 2: Delivery agency (this could be a single person, group of people or a group or organisation)**

11. Who will deliver the project? Please provide contact details.

Name of contact person	Mick Eaton
Your position in organisation or group	Head Gardener
Name of organisation or group	Knighton Park Gardening Club
Address	<input type="text"/>

Phone number	Email

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12. Declaration

I have read the *Guide to the Ward Action Plan Budget* and I accept the arrangements described in that guide. I confirm that the information I have given on this form is true. I will inform the council immediately if any of the information I have given on the form changes.

Name	Sue Green
Signature	
Date	16.11.09

Please send this completed form back to:  
Karen Shelton, Member Support Team, 2<sup>nd</sup> Floor, Town Hall, Leicester City Council, Leicester, LE1 9BG.

Fax No: 0116 229 8827