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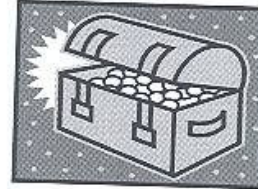
**Guide to the Ward Community Fund**

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LEICESTER CITY COUNCIL

10 MAY 2010

RECEIVED  
MEMBERS' SUPPORT



# Ward Community Fund Proposal Form

Please read the Guide to the Ward Community Fund 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 the Ward Community Fund**.

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, 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.

Last year members of the South Knighton Community group started to set up a virtual orchard as we know many members of the community have fruit trees in their gardens and often the fruit goes to waste. This was one of the suggestions following an evening we had held on the environment for members of the community. We bought two shares in the Leicester Transition Apple Press and used apples donated by members of the community to produce apple juice for them.

This year we would like to extend this to running a Community Crop Swap which would include:

- using community members' surplus apples and pears to produce juice
- swapping surplus vegetables and fruit
- swapping recipes which use the local produce

All members of the community will be invited to the Crop Swap which will take place on a Saturday in September at the Memorial Hall on Holbrook Road from 10.30 to 4.00pm

We would want this to become an annual event. The request for this funding is to get the project established.

5. Have you provided supporting information?

 Tick if yes

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

7. 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?
Rental of the Memorial Hall from 9.00am to 5.00pm @ £16 per hour	£128	Actual
Publicity and printing	£60	Estimate
Refreshments	£150	Estimate
Miscellaneous materials – paper bags,	£40	Estimate
<b>Total</b>	<b>£378</b>	<b>Estimate</b>

8. 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

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

Name of contact person	Judith Hibbert
Your position in organisation or group	Committee Member
Name of organisation or group	South Knighton Community Group
Address [REDACTED]	
Phone number [REDACTED]	Email [REDACTED]

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

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

Name of contact person	Judith Hibbert
Your position in organisation or group	Committee Member
Name of organisation or group	South Knighton Community Group
Address [REDACTED]	
Phone number [REDACTED]	Email [REDACTED]

11. Declaration

I have read the *Guide to the Ward Community Fund* 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	Judith Hibbert
Signature	<i>Judith Hibbert</i>
Date	May 02 2010

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

