

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

Spinney Hills, Stoneygate and Castle

2. Title of proposal

Highfields Area Plan

3. Name of group or person making the proposal

Highfields Area Forum (HAF)

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.

With the support of SRB 2 funding, HAF commissioned Waverley Consultants to prepare an Area Plan and this was completed in early 2004. Unfortunately, this coincided with the severe reductions to Leicester City Council funded services in this area and it was decided to shelve the Plan's launch.

Six years later and in the absence of any substantial updated information about the area, HAF have prioritised the updating of the 2004 Area Plan. This will involve employing a consultant over a 6 month period to:

1. Review the 2004 Plan
2. Update the information with current information
3. Arrange a series of meetings with major service providers to identify and assess their responses to the Plan
4. Produce a draft Plan for consultation with HAF members

5. Convene a day conference to discuss the Plan with key stakeholders, including local residents, agencies and businesses
6. Prepare a report, identifying priority actions and time scales for implementation
7. Circulate 200 reports to all local agencies and the relevant service providers and other key stakeholders.

5. Have you provided supporting information?

Tick if yes

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

£8,000

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?
Consultant (24 days @ £250)	6000	Estimate
Office costs (inc stationary, phones, etc)	500	Estimate
Venue Hire & refreshments	250	Estimate
Conference	500	Estimate
Printing (Area Plan x 200)	750	Estimate
Total	8,000	

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 but we would like our application to be considered by Spinney Hills , Stoneygate and Castle Ward Community meetings.

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

Name of contact person	Priya Thamotheram
Your position in organisation or group	Vice Chair
Name of organisation or group	Highfields Area Forum
Address	

c/o Highfields Centre 96 Melbourne Road Leicester LE2 0DS	
Phone number 0116 253 1053	Email priya.thamotheram@highfieldscentre.ac.uk

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	As 9 above
Your position in organisation or group	
Name of organisation or group	
Address	
Phone number	Email

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	Priya Thamotheram
Signature	
Date	7 July 2010

Please send this completed form back to:

Karen Shelton, Member Support Team, 2nd Floor, Town Hall, Leicester City Council, LEICESTER, LE1 9BG.

Fax No: 0116 229 8827

