**Cambridgeshire and Peterborough Fund for Nature**

**Application questions template**

**DO NOT SUBMIT THIS DOCUMENT – WE CANNOT ACCEPT HARD COPY APPLICATIONS**

**TO COMPLETE AN ONLINE APPLICATION FORM, PLEASE FOLLOW THE APPLICATION LINK AVAILABLE AT** [**www.cambscf.org.uk/funds/fund-for-nature/**](http://www.cambscf.org.uk/funds/fund-for-nature/)

**Section 1 – Organisation**

1. Organisation Name and Address Details
2. Main Contact Person
3. Second Contact Person (for signing grant acceptance paperwork)
4. Organisation start date
5. What type of organisation are you?

Select as many as appropriate

• Registered Charity

• Company limited by guarantee

• Unincorporated club or association

• Community interest company

• Charitable Incorporated Organisation

• Other

1. Are you part of a larger regional or national organisation?

Yes/No.

1. What was the last recorded annual income of the organisation in the last financial year?
2. Staffing and Volunteers
3. What is the organisation’s primary objective?
4. Please provide the names and addresses of three independent management committee members or trustees, plus names and addresses of two cheque signatories
5. Please confirm you have your own Safeguarding and Equality Policies and when they were last reviewed

**Section 2 - About Your Project**

1. Project name
2. Project /funding start date
3. Project/funding end date
4. Which local authority will the activity take place in?
5. Please provide a postcode which represents the geographical area you will benefit.
6. **What is your project?** Please describe what you are going to do and how in no more than 300 words.
7. **How will your project benefit nature and your community?**

To be considered for support your project must show how it will support nature recovery in your community, including how it will help towards the development of a Local Nature Recovery Plan for your village, town or ward.

To guide your answer, please refer to the principles outlined in Natural Cambridgeshire’s Local Nature Recovery Toolkit (page 2), which can be found here. Or email [communities@naturalcambridgeshire.org.uk ] for further guidance.

1. **What is the need or demand for your project?**

Please tell us the following:

• How you got the idea for your project? 1

• How you know there is a need or demand (or both) for your project?

1. **What sort of advice, if any, do you think you might need?**

Part of the offer of this grant scheme is the provision of advice and guidance from professionals working the fields of conservation, community development and project management. Please tell us sort of advice or assistance, if any, you think you may need

1. **How will you manage your project?**

Tell us about the skills and experience of the person who will lead your project and of the people in the project team. Identify any training that will be necessary for or will improve the delivery of the project, whether staff, volunteers or local community.

1. **What risks have you identified and how have you thought to address them?**
2. **Tell us what will happen to things that your project will produce, (for example, an exhibition after the funding ends, or a presentation to your parish council, school or church community)**

If your project involves conservation of land or property, tell us how you will maintain it so that people can continue to enjoy it. If your project will have specific social outcomes, please tell us how you will measure these.

1. **How do you plan to measure your impact on the environment or community you set out to help? How will you share that with CCF?**

End of project monitoring reporting will ask if your project has benefitted the people and community (ies) you set out to help. How will you know if you have?

e.g. surveys, evaluations, interviews, videos, quotes, case studies.

**Section 3 – Impact**

* Beneficiaries
* Ethnicity
* Age Group
* Primary Issue

**Section 4 – Budget**

1. What is the total cost of the project?
2. How much has been raised so far?
3. How much money are you applying to us for?
* Capital costs (Equipment)

**Supporting documents**

**Declaration**