

**STAGE 1 APPLICATION:**

Thank you for your interest in Community Fund 2019/2020. **It is important that you read the Guidance Note and Frequently Asked Questions so you understand how to complete this form.** The Blue Shaded boxes must be completed and the word limits not exceeded to ensure your application can be assessed at Stage 1.

**Section 1) YOUR DETAILS:**

Name of your project			
Name of your organisation			
Address & Postcode			
Telephone		Mobile	
Charity Number (if applicable)			
Company Number (if applicable)			
Type of Organisation			

Project Lead Contact Name			
Position in Organisation			
e-mail address			
Website details			
Social Media contacts			



Please tell us which district of the Liverpool City Region your project will include or if it covers all 6 Districts of the City Region						
Halton	Knowsley	Liverpool	Sefton	St Helens	Wirral	Whole City Region

Please provide information about your project:

**Section 2) PROJECT MATERIALS :**

Your project MUST target one or more of the following priority household waste materials. Please indicate which ones below. See the Guidance for more information about these waste streams.			
FOOD	YES / NO	TEXTILES (clothing and non-clothing)	YES / NO
PLASTICS (all types)	YES / NO	FURNITURE	YES / NO

If applicable, please identify any other types of household waste you want to include in your project :							
Paper	YES / NO	Metal	YES / NO	Wood	YES / NO	WEEE (Electrical and Electronic Equipment)	YES / NO
Cardboard	YES / NO	Glass	YES / NO	Garden Waste	YES / NO	Other (detail)	



**Section 3) PROJECT DETAILS :** *(Expand the answer boxes as needed to the word limit)*

**a) Please summarise how your project will ; prevent waste, increase the amount of materials for reuse and/or recycling (maximum 750 words)**



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What weight of household waste will your project prevent, reuse or recycle (in tonnes)	
TOTAL	
<p>Please include your calculations here. See the Guidance for definitions of prevention, reuse and recycling and how to calculate the weights of materials</p>	

<p><b>b) Carbon Benefits:</b> All of the above materials provide carbon benefits. The estimated C02 reduction will be calculated by MRWA. You do not need to include carbon information or calculation.</p>	
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Please tell us who will benefit from your project (maximum 100 words)



**c) Please tell us of any Education Activities you plan to do that will support your project and Community Fund aims. (Maximum 250 words)**

**d) Tell us how your project will directly engage with stakeholders or residents. (Maximum 250 words)**

**Your Calculation for the number of people you will directly engage with through attendance or participation in project activities**



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**e) Volunteering. Tell us how your project will create opportunities and promote the value of volunteering.  
(Maximum 250 words)**

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<b>Your Calculation for the number of volunteer hours</b>	
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**f) Additional Environmental Impacts. (Maximum 250 words )**

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**g) Additional Health Impacts. (Maximum 250 words)**

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**h) Evaluating the Impact of the participants in your project. (Maximum 250 words)**

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**Section 4) COSTS:**

Please itemise and give descriptions of all / part of your project for which you are applying for Community Fund.			
DESCRIPTION	FUNDING		
	COMMUNITY FUND GRANT	MATCH / OTHER FUNDING	TOTAL PROJECT COST
	£	£	£
(continue if needed)			
<b>TOTAL</b>			



**Section 5) DECLARATION**

**This Stage 1 forms the first part of the application process and provides the main outputs that your organisation will deliver for the project.**

**The second and final stage of the application process will be made by invitation from Merseyside Recycling and Waste Authority. At Stage 2 you will be required to submit a detailed project management plan. Both Stage 1 and Stage 2 will form your full application for final evaluation purposes.**

Declaration	
1. I am authorised to make this Stage 1 Application on behalf of my organisation 2. I confirm that the information contained in this Stage 1 Application is correct 3. I understand the obligations required under the Data Protection Act 2018 and the Freedom of Information Act 2000	
<b>Signed</b>	
<b>Name (in capitals)</b>	
<b>Position</b>	
<b>On behalf Of (your Organisation)</b>	
<b>Date</b>	

**Merseyside Recycling and Waste Authority will use and store the data you have provided within your application in accordance with the Data Protection Act 1998. The data will be shared with a limited number of appropriate third parties to facilitate the monitoring, auditing and delivery of the MRWA and Veolia Community Fund 2019-2020.**

How did you hear about the Community Fund 2019-2020?					
MRWA email, website or press release	Your District Council	A CVS mailing list	Authority Member or Councillor	Word of mouth (from whom)	Other (please detail)

## Section 6) RETURNING YOUR STAGE 1 APPLICATION

Please sign, keep a copy of your Stage 1 application for your records, and return by **23.59hrs on Friday the 4<sup>th</sup> January 2019**

By post to;

Community Fund Application 2019- 2020  
 Merseyside Recycling and Waste Authority,  
 7<sup>th</sup> Floor,  
 No.1 Mann Island  
 Liverpool  
 Merseyside  
 L3 1BP

Or return by email to;- **Communityfund2019/2020@merseysidewda.gov.uk**    [communityfund2019/2020](mailto:communityfund2019/2020)

For further information please telephone 0151 255 2577 or 0151 255 1444.

**The information that you supply as part of your Stage 1 application for funding may not be secure if it is transmitted by e-mail or via the Internet. This is particularly significant if signatures and financial information or staff details are included. We do not have the necessary data encryption software to protect the information. If you send your expression of interest electronically you accept any potential risk.**