

North Ayrshire Community Planning Partnership
Your Money, You Decide
Guidance for Completing the Green Health Partnership
Participatory Budgeting Application Form

Your Money, You Decide - is a way for local people to decide which proposals will be funded in their locality. Local groups or individuals can apply for money. This is a 'market stall' event. On the day participating groups will each be allocated a display table, where they will provide information about their bids to local people, who vote in person at the event. The votes are counted and money given to those with the highest number of votes after the event. We will always receive more applications than we have funding for, therefore, not everyone can be successful. However, there are a range of alternative funding sources that you may be able to access. Please refer to the North Ayrshire Council or The Ayrshire Community Trust websites for more information.

We will not fund:

- Any political or religious activities (applications can be accepted from faith groups if they are for local community work).
- Routine maintenance or repairs.
- Routine running cost (salaries / electricity / rates / rent / insurance / etc.).
- Applications from schools (these are the responsibility of the local authority). However, Parent Councils and Associations can apply for extra activities over and above the normal learning and teaching.
- More than one application per group in the financial year (March – April).
- One off activities e.g. Community activity days, bus trips etc.

Note: If applying for more than one PB event, you need to be able to demonstrate the benefits in each locality.

The following guidance aims to help you complete the application and understand what our panel, which includes locality planning partnership representatives, will look for in your application.

Data Protection: Please read the information regarding data protection and if you agree to your information being gathered and processed as stated please complete name, signature and date sections.

Statement: Please Tick if your proposal will benefit the locality.

Question 1: If you are applying as an individual please insert your name. If you are applying on behalf of a group please insert the group's name. These details will be included in an information pack for communities to consider on at the event.

Question 2: Please tell us the name of your project/idea.

Question 3: Please tell us how much you are applying for.

Question 3b: Please tick the relevant box. You are permitted to apply for both funding streams but must be aware that you may not be successful in both categories, therefore need to be able to demonstrate that any funds awarded can be used successfully, independent of any other funds being received.

Question 4. Please tell us the total cost of your project/idea.

Question 5: This summary will be included in voting pack to help local people decide how to vote at the event, so include why you feel your proposal is important and should be supported by the community. For example: *“We would like to develop an outside fitness and activity trail. This will promote an active and healthy way of learning and encourage the children in our community to have fun while exercising. We hope to....”*

Question 6a) Include things like a start date, end date. Tell us how your idea allows local people to participate in society/community life. What will the added benefit be? For example:

“Our community needs more space for people to spend time outside and our young people need to be more active and learn about their environment..... Our youth group wants to learn about gardening and develop a community garden on the waste ground next to our building, which is full of litter and dog fouling. These improvements will allow older people to walk around and enjoy this area. We will start the group in May and continue till last week in September”

6b) Please ensure you explain how your project will address local, green health and wellbeing priorities/actions. (Please refer to ‘Essential Criteria’ on page 1 of the application form)

6a and 6b should total to no more than 200 words.

Question 7: Please let us know in your own words why you think your project/idea is needed.

For example: *“We have consulted with the local community”; “Due to my/our local knowledge and word of mouth”; “Other groups have informed us that there is a need for this....”*. What will the impact be and how will you show this? For example: *“We will use questionnaires/survey monkey to measure the impact of the project/idea”*.

Question 8: Please provide details of the relevant person to contact about your bid.

Question 9: Please provide contact details of the relevant person. This **MUST** include either an e-mail address or a telephone number.

Question 10: Please tick the type of group that you are. If not constituted please get in touch.

Question 11: Please provide the address where your group meets or activity/idea will take place.

Question 12a: Please tick yes or no to who is your project/idea open to.

Question 12b: Please explain how you ensure your group is open to all.

Question 12c: If answered no to question 12b, please tick your target group.

Question 12d: Please provide details why your group is targeted to the group/s you have selected in question 12c.

Question 13: Please tick yes or no for PVG if your project/activity is working with young people and/or vulnerable adults.

Question 14: We do not require specific numbers in your application although you may be asked for these at the end of your project. An estimate on your application will help indicate how large your proposal is.

Question 15: Please tick the locality/localities your project/idea will benefit. *If ticked more than one or All, please write which locality will benefit the most.*

Question 16: Please tick appropriate box. (The locality priorities/themes have been agreed at the locality partnership meeting after consultation with local people). *You must meet at least one of the locality themes:*

- Ideas which help to improve local life in Arran and **reduce social isolation**, for example developing social places for people to mix and support each other. Ideas that improve community wellbeing e.g. community food initiatives, healthy living, volunteering and inter-generational opportunities.
- Ideas which support **moving around** on Arran for example cycling, walking and improvements to accessibility for outdoor activities.

Question 16b: Please tick at least one of the appropriate boxes.

Which of the following Green Health Partnership priorities does your project/idea meet?

- Maximise use of the outdoors. (Please note this is essential)
- Focus on vulnerable groups.
- Offer support mechanisms to take part.
- Engage communities

Question 16c: Which of the following 5 Ways to Wellbeing actions will your project meet? Please tick one or more of the following: **Connect, Keep Learning, Be Active, Take Notice, Give.**

For more information on Five Ways to Wellbeing please visit:

<http://neweconomics.org/2008/10/five-ways-to-wellbeing-the-evidence/>

Question 17: Please list details about how you will spend the money. For example: promotional materials - £150. Provide approximate figures in the cost column.

Question 18: Please tick the relevant box. If yes is ticked please attach a copy to your application.

Question 19: Please tick the relevant box. This will not affect your application.

Question 19: Please tick the relevant box. This will not affect your application.

Question 20: We encourage groups who traditionally do not receive funding from North Ayrshire Council to apply.

Please complete details section and date at the end of the form.

Don't forget we are here to help, if you have any questions please email us on:
participatorybudgeting@north-ayrshire.gov.uk

or e-mail: [Rebecca Strofton](mailto:Rebecca.Strofton@north-ayrshire.gov.uk), Team Leader - North Ayrshire Green Health Partnership

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The Green Health Partnership is helping to develop **Our Natural Health Service**, a national initiative led by Scottish Natural Heritage and supported by national and local partners including: NHS Scotland, Transport Scotland and North Ayrshire Community Planning Partnership

