UK Shared Prosperity Fund

Rural England Prosperity Fund

North Yorkshire

Application

Form

General guidance notes:

Before completing this form, applicants should read the North Yorkshire UKSPF prospectus and North Yorkshire UKSPF Investment Plan, both of which can be found here:

[UK shared prosperity fund](#)

Applicants should complete the entire application form. If any assistance is required to complete the form, please contact: UKSPF@yorknorthyorks-ca.gov.uk

Applicants should be aware that if funding is awarded, the content of this application form will form the basis of an agreement between the successful organisation and North Yorkshire Council.

All funding received should be used solely for the purposes of the grant and for the activities outlined within this application. Any variation from these activities will require the written agreement of North Yorkshire Council.

Grant funding will be paid up front, but evidence of all expenditure must be provided

All projects must be fully completed within the stated timescales. If you require an extension on agreed timescales, please contact: UKSPF@yorknorthyorks-ca.gov.uk

Funding will not be payable for any activity undertaken after 31 March 2025.

All projects should include evaluation which outlines the delivery of identified outputs and outcomes, as well as a broader assessment of the success of the project delivery and what might have been improved.

All projects will be required to deliver positive outcomes in respect of protecting the environment and reducing carbon emissions. Guidance on how to do this can be found on the [North Yorkshire UKSPF webpage](#).

All projects will be required to demonstrate that they have ensured no discrimination will occur in respect of the legally protected characteristics identified in the Equalities Act 2010.

If you are procuring, or have procured, any external organisations to deliver any element of this project the applicant should undertake a transparent process which provides value for money and delivers the quality standards required of your project. Applicants will be asked to evidence this.

Projects should demonstrate value for money, referencing the amount of match funding you have secured or are intending to secure.

Part 1 - **About your organisation**

1.1 Organisation details

Organisation name		
Contact name		
Address		Postcode
Email		Telephone	
Constituency area*		*https://members.parliament.uk/constituencies
Legal Status of Organisation (for example, registered Charity)		
Company no. (if applicable)		
Charity no. (if applicable)		

If you do not have a registered Charity number or Company number, please provide a copy of your organisation's constitution.

(i) Is your organisation the subject of any ongoing investigation relating to suspicion of fraud or irregularity under an existing contract	☐ Yes	☐ No
(ii) Is your organisation in a state of insolvency, voluntary administration, compulsory winding up and receivership, composition with creditors, company voluntary arrangements or subject to equivalent proceedings?	☐ Yes	☐ No
(iii) Does your organisation have up to date policies and procedures relating to Health and Safety, Safeguarding, Equality and Diversity and Data Protection including GDPR?	☐ Yes	☐ No
(iv) Does your organisation have in place both employers and public liability insurance as legally required?	☐ Yes	☐ No
(v) Is your organisation registered with the Information Commissioner's Office for processing or intending to process personal data?	☐ Yes	☐ No

If you have selected Yes for (i) or (ii), or No for (iii) (iv) or (v) above, please provide further relevant information.

Part 2 - **About your project**

2.1 Project details

Project title	
Start date		End date	

Which elements of support are you applying for:

	A)	Capital grant
	B)	Training for digital champions (This is a mandatory element and must be included in the application)
	C)	Development grant

2.2 Project description (800 words)

Please describe your proposed project activity and plan including how the funding will be used and how the project will be delivered.

2.3 Need (max 500 words)

Please explain **the need** for your project. This may include the following: local data to highlight the need for digital inclusion activity in your area, details of current organisation capacity and need, previous/current delivery which has highlighted need.

2.4 Impact (max 300 words)

Please explain the positive impact your project will have and who will benefit. Please include any wider impacts your project will have for example, tackling health inequalities.

Please use the table below to confirm the numbers of outputs/outcomes you are aiming to achieve.

Outputs/outcomes	Quantity
Number of digital champions to receive training	
Number of people supported to access basic skills following digital champion support	
Number of people supported to engage in other life skills following digital champions support	

2.5 Monitoring and evaluation (max 300 words)

Please tell us how you plan to monitor and measure the outputs/outcomes of your project as it progresses.

2.6 Project legacy (max 300 words)

Please indicate what the legacy of your project will be and how will your project continue to be viable and/or impactful after UKSPF support ends?

Part 3 – About your financial requirements and delivery plans

3.1 Financial monitoring and record keeping (max 300 words)

Please provide details of how your organisation will ensure that all funding received will be evidenced during the lifetime of the project. Please describe the financial processes and controls your organisation has (or will put in place) to track spend, record outputs/outcomes, and manage the project effectively.

3.2 Track record (maximum 300 words)

Do you have experience of successfully delivering externally funded projects with clear outputs and outcomes? Or services to the community?	☐ Yes	☐ No

Please outline any similar projects/services that you have successfully delivered in the past.

3.3 Funding and training requirements

A. Please provide a full budget breakdown for the Capital Grant

Project component	Cost
	£
	£
	£
	£
	£
	£
	£
	£
	£
Total Capital Costs	£

B. Please select the training required for the digital champions. Each digital champion must complete the Digital Essentials Package and the Legacy/ongoing training but the wrap around training can be selected by need

Training required	Number of champions
Digital Essentials Package (mandatory - must be selected)	
Safeguarding	
Making Every Contact Count	
Coaching	
Motivational interviewing	
Mental health first aid	
Legacy/ongoing Training Package (mandatory - must be selected)	

Please include below details of any bespoke training needs, not available in the list above. Please include details of the training, number of champions to be trained and details of the need for this type of training.

| |
| |

C. Please provide a full budget breakdown for the Development Grant.

Project component		Cost
		£
		£
		£
		£
		£
		£
	Total Development Costs	£

3.4 Deliverability (max 300 words)

Please tell us about your organisation's readiness to deliver this project. This should include the staffing and systems you have in place and an indication of the necessary lead in time before spend and activity can commence.

| |

3.5 Your delivery profile

Project start date:		Project end date:	

Please outline your expected timescales for delivering the project. Include any key milestones or deadlines you need to meet if they are known and include a target date for each one.

Key milestones	Target date

3.6 Risk

Please tell us about any key areas of risk relating to your project.

Risk description	How will this risk be mitigated?

Part 4 – Environmental and inclusivity measures

4.1 Environmental impact

Please explain how you have considered the effect your project will have on the environment, or how your project has been designed to limit any adverse environmental impacts. To support you in your answer, you may wish to review our climate change guidance and explain how your project aligns with North Yorkshire Council's Climate Change Strategy.

4.2 Inclusivity measures

Please tell us what steps will be taken to ensure your project is inclusive of all members of the community and confirm that consideration has been given to people with protected characteristics (as identified in the Equality Act 2010). Further information is available on the government website.

Part 5 - Declarations

5.1 Disclaimers

Data Protection

Please note that by submitting this application form, you are consenting to any Personal Data collected being processed by North Yorkshire Council and shared with partners involved in the delivery of UKSPF. This includes the Department of Levelling Up, Housing and Communities and its contractors. The Personal Data will be held for the purposes of contacting applicants and assessing forthcoming applications.

UK Subsidy Control Regulation

Please note that, as a public authority, North Yorkshire Council must comply with the terms of the Subsidy Control Act 2022. By proceeding, you are agreeing to provide the necessary details of your project to enable the Council to meet the legal obligations that apply to public authorities under the new domestic subsidy control regime. Further information is available on the [Government website](#).

5.2 Financial accounts

Please tick to confirm that you are willing and able to supply a copy of your organisation's audited accounts upon request.	☐

5.3 Declaration statement

Please check that all sections of the form are complete and provide your name and date below to confirm that the information provided in this form is correct. Please confirm that you have read the North Yorkshire UKSPF Prospectus and that you have the authority to submit this form on the behalf of the organisation in question.

Name:	Date:

Please return your completed form via email to: UKSPF@yorknorthyorks-ca.gov.uk