

Rural England Prosperity Fund Scoring Matrix

Organisation Bank Account Details

Account Name

Sort Code

Account Number

Not scored

No.	Question	
A	Project name	Not scored
B	Name of organisation Email Phone	Not scored
C	Amount of funding requested £	<p>Not scored</p> <p>Indicative allocations:</p> <p>Small scale investment in micro and small enterprises: £79,370 Developing and promoting the visitor economy: £170,000 Investment and support for digital infrastructure £45,000 Impactful volunteering and social action: £5,000 Miscellaneous £8,123</p>
D	Address the capital project will be delivered	Not scored
E	Postcode where the capital project will be delivered	Pass/Fail
F	Parish/Town	Not scored
G(i)	capital project you will be delivering – key projects	<ul style="list-style-type: none"> <input type="checkbox"/> micro or small business enterprise 5; <input type="checkbox"/> developing and promoting the visitor economy 5; <input type="checkbox"/> digital infrastructure for local community facilities 5; <input type="checkbox"/> impactful volunteering and social action 5 <p style="text-align: center;">Maximum possible score: 20</p> <p style="text-align: center;">Each indicated deliverable ticked must be evidenced to achieve its full score</p>

G(ii)	capital project you will be delivering – peripheral projects	<input type="checkbox"/> creation/improvement of local green spaces 1; <input type="checkbox"/> existing cultural, historic and heritage institutions or creative activities 1; <input type="checkbox"/> circular economy 1 Maximum possible score: 3 Each indicated deliverable ticked must be evidenced to achieve its full score
H	What outputs do you expect your project to provide? Please tick all that apply	<input type="checkbox"/> Create or safeguard jobs <input type="checkbox"/> Create new businesses <input type="checkbox"/> Help businesses to grow/ increase turnover <input type="checkbox"/> Increase footfall/ visitor numbers <input type="checkbox"/> increase the number of users of facilities/amenities <input type="checkbox"/> increase use of cycleways/paths <input type="checkbox"/> improve engagement <input type="checkbox"/> increase number of community-led arts, cultural, heritage and creative programmes <input type="checkbox"/> increased number of community-led programmes <input type="checkbox"/> increased volunteering numbers <input type="checkbox"/> improve perception of the applicant's offer as set out in their application One point per tick. Maximum possible score: 11 Each indicated output ticked must be evidenced to achieve its full score
I	Have you received any of this funding. Please tick all that apply	<input type="checkbox"/> Farming in Protected Landscape <input type="checkbox"/> Farming Investment Fund <input type="checkbox"/> Platinum Jubilee Village Hall Improvement Grant Fund Pass/ Fail
J	<p>If you receive this grant, would it constitute a subsidy (please read the guidance for a definition)</p> <p>If it is a subsidy, would it permissible under the subsidy control principles</p>	<input type="checkbox"/> Yes/No <input type="checkbox"/> Yes/No Pass / Fail

No.	Question	Response
SECTION 1: DETAILS OF APPLICANT/ORGANISATION. In this section, the Council seeks to understand the status of your organisation, how long it has been established, and its core activities and capabilities.		

No.	Question	Response
Q1	Application Date	Not scored
Q2	Type of Applicant or organisation <ul style="list-style-type: none"> • Parish or Town Council • Charitable organisation • Company Limited by guarantee • Company Limited by Shares • Partnership • Sole Trader 	Not scored
Q3	Year Established <i>Please tell us when the organisation, business, charity or partnership was set up. If possible please provide audited accounts for the past 3 years. If not, please explain why</i>	Not scored Failure to provide 3 years of audited accounts to support your financial viability may affect your final score
Q4	Are you registered for VAT? (Please circle as appropriate)	Not scored, but if you are registered for VAT you cannot claim the VAT as part of your grant application
Q5	Do you have access to support (financial or non-financial) from other organisations?	Yes: 5 No: 0 The quality and quantity of letters of support for your project will increase the overall score of your application.
Q6	Have quotes been obtained from three different contractors? If not, please explain how you can demonstrate your costs are realistic and reasonable.	Not scored, but failure to provide three quotes or to provide a reason why you have not done so may affect your final score

SECTION 2: DETAILS OF PROPOSED PROJECT. This section of the application provides you the opportunity to explain your planned project in detail, describing who will benefit and how.

No	Question	Response
Q7	Please provide a concise description of your project and what you require developer contributions funding for: a) Please describe what you are going to do.	a) Not scored b) Scored 1-5 5 – Outstanding response The question has been answered comprehensively and there is full confidence in the response 4 – Very good response

No.	Question	Response
	<p>b) How many people will benefit and how will they benefit.</p> <ul style="list-style-type: none"> • How can you demonstrate that there is a need for this project, e.g. how have you consulted with local residents/stakeholders? • Provide any plans, designs or drawings to describe your project where possible. • Include financial or non-financial benefits/environmental benefits/social benefits, and whether it is an existing or new facility/project. <p>(Maximum 500 words, with attachment/s for diagrams etc if relevant)</p>	<p>The question has been answered appropriately but may require further clarification, and there is confidence in the response</p> <p>3 – Good/satisfactory response The response given requires further clarification, but there are no major concerns, and there is some confidence in the response</p> <p>2 – Poor response The response requires a lot of further clarification and there are concerns which affect the confidence in the response</p> <p>1 – Very poor response The question has not been adequately answered, a great deal of clarification is required and there are major concerns in the response given.</p>
Q8	<p>Location of your proposed project <i>Please provide us with a postal code for the location of your project.</i></p>	<p>Pass/ Fail</p> <p>If the project is outside of East Hampshire district or within the excluded area the application will automatically fail</p>

No.	Question	Response
Q9	<p>Project duration <i>Please tell us when the project will start and end.</i></p>	<p>Not Scored</p> <p>If the grant cannot be spent by 31st January 2025 the application will automatically fail</p>
Q10	<p>Are you the owner of the proposed project site?</p> <p>Please provide as much detail/evidence as possible. <i>Please tell us if your organisation/you own your project site; if you own the freehold or have a lease of your site and for how long.</i></p> <p><i>If your project relates to premises you must demonstrate security of tenure for at least 7 years.</i></p>	<p>Not scored</p> <p>If the owner does not support the proposal then the application will automatically fail</p>
Q11	<p>Do you have all required permissions to carry out your project? E.g. landlord permission, planning permission, etc.</p> <p><i>Please provide details of any further consents required, e.g. planning permission, building regulations, change of use etc.</i></p>	<p>Not scored</p> <p>If you do not have the necessary permissions your application will automatically fail</p>

No.	Question	Response
Q12	<p>Please provide evidence of any preliminary work.</p> <p>Please provide any documents that relate to this project such as drawings, plans, research or studies etc?</p> <p>(Maximum 250 words)</p>	Not scored
Q13	Please explain the community use of your proposed facility	<p>Scored 1-5</p> <p>5 – Outstanding response The question has been answered comprehensively and there is full confidence in the response</p> <p>4 – Very good response The question has been answered appropriately but may require further clarification, and there is confidence in the response</p> <p>3 – Good/satisfactory response The response given requires further clarification, but there are no major concerns, and there is some confidence in the response</p> <p>2 – Poor response The response requires a lot of further clarification and there are concerns which affect the confidence in the response</p> <p>1 – Very poor response The question has not been adequately answered, a great deal of clarification is required and there are major concerns in the response given</p>
Q14	<p>Are there any restrictions on the use of your organisation's facilities?</p> <p><i>This could include the hours your facility is open, the number of people it can facilitate or permitted to use the site.</i></p> <p><i>Will the facility/project only be open to the general public, members or specific groups of people</i></p>	<p>Scored 1-5</p> <p>5 – Outstanding response The question has been answered comprehensively and there is full confidence in the response</p> <p>4 – Very good response The question has been answered appropriately but may require further clarification, and there is confidence in the response</p> <p>3 – Good/satisfactory response The response given requires further clarification, but there are no major concerns, and there is some confidence in the response</p> <p>2 – Poor response The response requires a lot of further clarification and there are concerns which affect the confidence in the response</p>

No.	Question	Response
		<p>1 – Very poor response The question has not been adequately answered, a great deal of clarification is required and there are major concerns in the response given.</p>
Q15	<p>Does your organisation have the following documentation - please include the date they were adopted:</p> <ul style="list-style-type: none"> Equality and diversity policy Child protection policy Adult safeguarding policy Health and Safety policy Employer’s liability insurance Public liability insurance 	<p>Not scored, but failure to provide relevant documents will result in the application failing</p>
Q16	<p>Please tell us:</p> <ul style="list-style-type: none"> • How will you manage your project? • How will you ensure it is delivered in a timely way? • How will you monitor and evaluate your project? • How will you promote your project? • What ongoing maintenance/inspections will be required? • How will you ensure it is sufficiently resourced in terms of funding staffing, maintenance and management of your project? <p>(Maximum 500 words, plus attachment/s which could include diagrams etc if relevant)</p>	<p>Scored 1-5</p> <p>5 – Outstanding response The question has been answered comprehensively and there is full confidence in the response</p> <p>4 – Very good response The question has been answered appropriately but may require further clarification, and there is confidence in the response</p> <p>3 – Good/satisfactory response The response given requires further clarification, but there are no major concerns, and there is some confidence in the response</p> <p>2 – Poor response The response requires a lot of further clarification and there are concerns which affect the confidence in the response</p> <p>1 – Very poor response The question has not been adequately answered, a great deal of clarification is required and there are major concerns in the response given.</p>

No.	Question	Response
Q17	<p>Please specify if there are any risks associated with the project and how these will be managed</p> <p><i>For example, what are the potential risks and how you plan to minimise them. This could be risks such as: Not all funding gets secured, key personnel leave, Start date delayed etc.</i></p> <p>(Maximum 500 words)</p>	<p>Scored 1-5</p> <p>5 – Outstanding response The question has been answered comprehensively and there is full confidence in the response</p> <p>4 – Very good response The question has been answered appropriately but may require further clarification, and there is confidence in the response</p> <p>3 – Good/satisfactory response The response given requires further clarification, but there are no major concerns, and there is some confidence in the response</p> <p>2 – Poor response The response requires a lot of further clarification and there are concerns which affect the confidence in the response</p> <p>1 – Very poor response The question has not been adequately answered, a great deal of clarification is required and there are major concerns in the response given.</p>

SECTION 3: PROJECT MANAGEMENT

Q18	<p>Are any elements of this application commercially confidential?</p>	Not Scored
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SECTION 4: OTHERS

Q 19	<p>Please provide details of any additional information that you think may be relevant in the assessment of your project.</p> <p>(Maximum 500 words)</p>	Not scored
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SECTION 5: FINANCE DETAILS

Expenditure

Please list all project/service costs. Please attach all relevant quotes

	£
	£
	£
	£
Total project cost:	£
Income	
Please list all potential sources of match funding to the value of 50% of the project cost	
	£
	£
	£
Total project match:	£

Before submitting your application, please ensure you enclose a copy of each of the required documents below. If the necessary documents are not provided, then your application will be rejected and returned.

All applications:

Not scored, but failure to provide relevant documents will result in the application failing

- Copy of your constitution
- Evidence of ownership (if applicable)
- Latest accounts / standing orders
- Quotations for costs
- Evidence of support
- Plans, designs or drawings
- Copies of required permissions, Landlord, Planning Permission, Leases
- Additional / Supporting pages, including drawings, charts etc
- Business Plan
- Project Management Plan

PRIVACY STATEMENT

The information we collect on this form is necessary to process your grant application. The lawful basis to collect this information is that it is necessary for the performance of the potential contract to which you would be party (i.e. the grant award). We will keep your information on file in line with our retention

schedule (www.easthants.gov.uk/retention-schedule). You have a number of rights about how your data is used. For more information go to: www.easthants.gov.uk/privacy-policy.

DECLARATION

I confirm that, to the best of my knowledge and belief, all the information contained in this application form is true and correct, and the fund criteria has been met. I understand that you may ask for additional information at any stage of the application process.

I certify that all the information given in this form is correct and that any grant money received from East Hampshire District Council will be used for the purposes stated in this form.

East Hampshire District Council reserves the right to reclaim any grant not used for the purposes stated on this form.

If successful, I agree to complete a monitoring form to detail the outcomes of the project when requested.

Not scored, but failure to attest that the contents of the application are true will result in the application failing

Signature	
Name	
Position	
Date	