

## Loxwood Parish Council Project Grants – Grant reference:

**Please note in order for the Parish Council to consider your application you will need to complete all sections of this application. You must show that as applicant you are contributing proportionately towards the project. You will need to supply three separate quotes for the materials/work required. If this is not possible the Parish Council will expect a reasonable justification for this.**

General Purpose & Requirements		
What will the Grant be used for? (Use box below)	Do you have any existing LPC Grants?	NO
<p>The Loxwood Sports Association (LSA) continues to reach out to broaden the usage of its facilities.</p> <p>The population of the Loxwood area, following recent and planned housing developments, is increasing. The LSA seeks to promote itself as a community asset and to attract new users of all ages.</p> <p>It is keen to offer more opportunities for more people to participate in sports and recreational activities at its site. There is a particular focus on Junior activities (football and cricket) and to increase the opportunities for female sports.</p> <p>The LSA Pavilion building is 40 years old and constructed of materials of that time. It does little to promote the opportunities that the LSA and its associated sports clubs can provide. It is also energy inefficient and costly to maintain.</p> <p>It is therefore in serious need of renewal in order to:-</p> <ul style="list-style-type: none"> <li>Replace outdated and failing building insulation with contemporary cladding material that will improve the energy efficiency of the premises and reduce operating costs.</li> </ul>	When are LPC funds required?	01...../03...../...2023.....
	How much are you seeking from LPC?	£45,000
	What contribution are you making?	£nil
	Please attached a copy of your last P&L account and balance sheet. (Organisations)	Attached: YES
	Do you have any other contributors?	YES
	<i>If YES, who are they?</i>	Premier League Stadium Foundation Fund
	<i>What contribution are they making?</i>	£45,000
	How long will the benefits of the project last?	.....25+..... Years
	Do the works/supplies have a guarantee?	.....10.....Years/ NO

<ul style="list-style-type: none"> <li>• Replace outdated windows with double glazed designs</li> <li>• Renew fascias, soffits and gutters to avoid energy escape and weather ingress</li> </ul> <p>Renewal of the building in this way will provide an environmentally efficient platform from which the LSA can attract more patronage as key facility within the local community.</p>		
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**Quotations and Order Purchasing**

Do you have a formal quotation?	YES	When does it expire?	31...../...03..../...2023.....
Do you have alternative quotes? (2 mandatory unless a justification is supplied)	YES	List quotes and organisation	£81K M& J Construction £135K RIK design & Construction £172K NSB Contracts
What is the £ Quote you wish to accept?	£80K	Supplier Name?	Steve Smith Building & Develop.

**LPC Finance Audit**

Date Funds approved by LPC	...../...../.....	Fiscal Year funding used?	.....
Date works completed?	...../...../.....	Confirmation Note from recipient body	...../...../.....
Final Total Project Costs?	£	Requires sight of all invoices	...../...../.....
Contribution from LPC?	£	Date monies Paid?	...../...../.....
Percentage contribution from LPC?	.....%	Project Close date [RFO signoff]	.....

**Any Issues / considerations:**  
 We have added in £10,000 (£5,000 for this application) as a contingency against the discovery of any issues once the work commences.

User Notes:

### **General Purpose & Requirements**

**What will the Grant be used for?** - Be as explicit as possible with regards to how the money would be used. [For instance, to purchase new playground equipment for North Hall to improve .....] You may attach other documents to support your application.

**Do you have any current LPC grants?** - It is important that you disclose any other Grants, past or present, that you have applied for to LPC. This may include previous grants where the Grant has not been completely exhausted or where works remain underway. You can enter the provided Grant Reference number as supplied by the Clerk.

**When are the LPC funds required?** Please indicate when you need us to release funds. If this is on completion of the work, please indicate when this is expected to be. If this is in advance of the propose work, please ensure that proper quotations are stated.

**How much are you seeking from LPC?** Please tell us how much you are seeking from LPC. You will appreciate that we have to be sensitive to the needs and requirements of the entire Parish and we will always seek to offer grants where 1) it is a reasonable and justified project that benefits the Parish and amenities and 2) where we have sufficient funds available to grant.

**What contribution are you making yourselves to the project?** Please let us know how much you plan to contribute yourselves towards the project from your own funds or fund raising activities. It is LPCs guidelines that organisations should fund match to 50% of the expected cost except in exceptional circumstances which should be fully explained and justified.

**Do you have other contributors?** If you have other external contributors, please let us know. This avoids us being in a situation where we support one project that in turn may support another which is requesting funds from LPC.

**Who are they?** Self explanatory

**What contribution are they making?** LPC will always seek to support worthy causes. If we can fund more causes we would and being able to share the funding burden makes sense.

## **Quotations & Order Processing**

**Do you have a formal quotation?** Before requesting any funding, we would ask that you obtain as full a set of quotes/estimates as possible to accompany this request.

**What is the estimate you have from your preferred supplier?** As with all quotes, one supplier may be preferred. Please let us know who that is.

**Do you have alternative Quotes?** It helps LPC debate the Grants we issue if we can see that the request is for competitively priced projects. Please help us by providing as much information as possible. It is not always required that the cheapest quotation should be accepted. However, a full justification should be made where this is not the case.

## **LPC Finance Audit**

**Date works completed?** You will need to provide the Clerk with a note to confirm when the works have been completed.

**Final Total Costs?** You will need to provide the Clerk with copies of all invoices that were included in the project.  
END.