**UCI Road World Cycling**

**Championships Event Fund 2019**

Scheme Guidance

**The Purpose of the Scheme**

The UCI Event Fund 2019 has been established to make funding available to Parish/Town Councils, Community Groups and Voluntary Groups to help with the delivery of UCI related activities when the district welcomes the UCI Road World Cycling Championships on Thursday 26th September and Sunday 29th September 2019.

**The Richmondshire based races**

**Thursday 26th September** - The Men’s Junior Road Race will start in Richmond Market Place and follow the same route as for the Tour de Yorkshire through Catterick Garrison until it reaches Leyburn where it will turn up to Redmire and Carperby before departing the District via Aysgarth and West Burton along the B6160. The total distance of the race is 147km and the finish will be held in Harrogate.

**Sunday 29th September -** The Men’s Elite race will follow the same route as for the Tour de France and will enter the District from Craven. At Aysgarth the race will head East towards Bainbridge, Hawes and the ‘Buttertubs’ before dropping down through Leyburn and exiting the District via East Witton. The total distance of the race is 285 km with the start being held in Leeds and the finish in Harrogate.

**Grant Scheme Details**

A total amount of **£25,000** has been made available to support community based events/celebrations relating to the UCI in September 2019.

£5,000 will be allocated to projects in Richmond, as a host town (either as one joint single project or multiple projects within Richmond) and the remaining £20,000 will be allocated to community events outside of Richmond with priority given to events taking place on the route of either day, should the scheme be oversubscribed.

The maximum grant per application is **£2,000** with no match funding required. Applicants can submit more than one application, however a second bid may be overlooked if we are oversubscribed.

There is an initial deadline of **12noon on 17th June 2019** for applications with bids being considered w/c 24th June. If there are any further funds available following this deadline, the scheme will re-open to bids for a short period of time. Applications will be considered at the same time to ensure the funds are allocated in line with the criteria, therefore no bids will be considered before the deadline.

**Grant Scheme Eligibility**

* It is a maximum of **£2,000** per application.
* Available to Parish Councils, voluntary organisations and community groups.
* Types of projects which can be supported may include the purchase/hiring of big screens, toilet provision, community activities, route animation, project management etc.
* A minimum of two quotes per item must be received before the application can be considered
* Organisations should have a constitution, governance or set of rules
* **Preference will be given to activities taking place on the route**
* Grants awarded should be claimed by 31st October 2019.

**Ineligible criteria**

* Businesses and individuals are not eligible to apply.
* General repairs and maintenance for example pointing brickwork
* Grants are not awarded retrospectively therefore invoices and receipts should date after an offer of a grant has been made, however consideration may be given to support purchases made to date at the discretion of the board. There should be a tangible reason for this request, for example where a particular item may be in high demand due to a limited supply e.g. the hire of a big screen. If an item has already been purchased or hired prior to a decision being made, this should be stated clearly within the application form.
* Grants cannot be paid into an individual’s, personal bank account and must be paid into the account of the Community Group or Town/Parish Council.

**How to Apply**

Should you wish to discuss an application before submission, please contact either Samantha Coultish via: 01748 901037 or Chloe Lewis via: 01748 901038.

Applications should be submitted in full before being considered. You should submit:

1. A completed application form
2. A minimum of two quotes for each item you intend on purchasing
3. A copy of your constitution/set of rules (this is not required for a Town/Parish Council)

Please return this application form with accompanying supporting documents by email to Samantha Coultish - [Samantha.Coultish@richmondshire.gov.uk](mailto:Samantha.Coultish@richmondshire.gov.uk). If you have any problems submitting your application in this format, please telephone: 01748 901037 (Direct Line)

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Application Form

**Q1 About your Parish, Organisation or Community Group**

|  |  |
| --- | --- |
| Name of your group as it appears on your constitution or set of rules if applicable |  |
| Address including postcode |  |
| Project Location |  |

**Q2 Main contact for this application?**

|  |  |
| --- | --- |
| Name |  |
| Position held in group |  |
| Address if different from one above |  |
| Contact telephone number |  |
| Email address |  |

**Q3 When are you planning to start and finish your project?**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| Start date (month/year) |  |  | End date (month/year) |  |  |

**Q4 What project or activities will take place if you receive a grant?**

|  |
| --- |
|  |

**Q5 Please explain what community consultation has taken place for your project/event.** Please list here other groups you are working with

**Q6 How many people do you expect to benefit directly from your project/activity?** *(Please state how many)*

|  |
| --- |
|  |

**Q7 Briefly describe what difference your project will make to the community celebrating the UCI by listing up to four proposed results/outcomes**

|  |
| --- |
|  |

**Q8 How much is your project going to cost and how much do you need from the UCI Event Fund?**

(*Please note that the total request from the UCI Event Fund may be up to 100% of the total cost of the project and must not exceed £2,000. Please ensure you send a minimum of two quotes for each of the items you intend to purchase using a grant)*

|  |  |  |
| --- | --- | --- |
| **Items to be purchased with a grant** | **Total Costs** | **Grant Requested** |
|  | £ | £ |
|  | £ | £ |
|  | £ | £ |
|  | £ | £ |
| **Totals** | **£** | **£** |

**Q9 If additional funding is required where is the additional funding coming from?** *(Please say if you already have the funds or where they will come from)*

|  |  |  |  |
| --- | --- | --- | --- |
| **Funder / Source** | **Amount** | **Confirmed**  (please tick) | **Applied for**  (please tick) |
|  | £ |  |  |
|  | £ |  |  |
|  | £ |  |  |
| **Totals** | **£** |  |  |

**Q10 Declaration**

We declare to the best of our knowledge that the information given in this application form and any supporting material is correct. We confirm that the organisation named in question 1 of this application form has authorised me to sign this agreement on their behalf. We understand that any offer of grant will be subject to terms and conditions.

**Main contact**

|  |  |  |  |
| --- | --- | --- | --- |
|  |  |  |  |
| Signed: | Date: |

**Senior contact of organisation** (Chair / Vice Chair / Treasurer)

|  |  |  |  |
| --- | --- | --- | --- |
|  |  |  |  |
| Signed: | Date: |