



Section 106 Funding Application

Public Bodies & Community Groups



 @Eastherts

 EastHertsDC

 easthertscouncil

01279 655261

www.eastherts.gov.uk



East Herts Council is the accountable body for the spending of S106 monies and therefore must ensure that:

- The funding is spent on facilities that can be demonstrated to be required because of the new development taking place
- The process is transparent and fair to all
- Projects supported are necessary, viable, will deliver the required social and community benefits, and will be well managed.

Please complete all steps to ensure timely review.

Should you have any questions, please email the **Infrastructure Contributions & Spend Manager**: Jackie.bruce@eastherts.gov.uk

Step 1 - Contact Details:
Name of Organisation Group:
Address:
Postcode:
Website:
Main Contact Name:
Position of Main Contact:
Main Contact Telephone Number:
Main Group Email Address

Step 2 - About your Organisation/Group:
What Kind of Organisation/Group are you: <input type="checkbox"/> Town/Parish Council <input type="checkbox"/> Community Group <input type="checkbox"/> Charity <input type="checkbox"/> Club <input type="checkbox"/> Registered Company <input type="checkbox"/> Other – Please Specify:
When Was your Group Formed:

Briefly describe why your organisation/group was formed and how you meet that purpose (in fewer than 150 words):
How many paid members of staff does your group have:
How many regular volunteers does your group have:

Step 3: About the Project and Funding:
How much Section 106 funding are you requesting?
Describe the Project/Activity that any awarded funding will deliver/contribute towards (in fewer than 600 words): Detail the ownership of any building or asset being used and the consent that is in place for any works:
Evidence of need for the project (e.g. supported by the findings of relevant audits and strategies, identified as a priority in a Parish Plan, community consultation) in fewer than 600 words:
Describe the breadth of the needs met by this project- the extent of the range of identified needs that would be met by the project (in fewer than 600 words):

Environmental sustainability – describe the extent to which the project includes features that mitigate its environmental impact and improve its sustainability (in fewer than 200 words):

Detail ongoing running costs where applicable along with information as to how any proposal will financially sustainable beyond initial funding (in fewer than 600 words):

Detail what statutory planning or licensing requirements exists in relation to the application & the extent to which the proposed development is compliant with relevant policies (in fewer than 600 words):

Please provide the planning reference/s numbers for the original development/s where Section 106 funds have been identified for this application (if known):

Please detail the location of this application in relation to the original development/s

Detail funding of the whole project; please include a breakdown of all funding arrangements including match funding, grant awards, charitable donations, reserves etc (please include if these funds are confirmed/awarded):

If part funding is applied for please provide a detailed description of the specific use of the funds requested through this application :

Step 4 - Project Delivery:

Please detail the project management capability within the organization/group including examples of previously delivered activities (in fewer than 600 words):

Detail all risks highlighted for the project and the mitigation strategies that have been agreed (in fewer than 600 words):

Describe the readiness to proceed – the extent to which the project is ready to proceed within a defined timescale (in fewer than 600 words):

Please detail the procurement process being followed for the project and how this approach ensures best value for the tax payer (in fewer than 600 words):

Step 5 – Submission Details:
Submission Date:
Signature of submitter:
Name of Submitter:
Address:
Contact email:
Contact telephone number :
Please include the following with your submission: <ul style="list-style-type: none">• Copy of your Constitution (if applicable)• Additional funding award notices/applications• Architectural/Technical drawings and details• Quotations for works or activities• Consultation reports• Asset details and imagery• Other information or reports which are material to this application

Following Sections are for completion by East Herts District Council.

Legal Evaluation:
Application Reference Number:
Planning reference/s numbers for the original development/s:
Relevant agreement clause/s details relating to this application:
Please confirm if this application meets the requirements of the detailed Section 106 agreement and the highlighted funds (if it does not meet the requirements please detail the reasoning):
Legal Contact Name:
Legal Contact email address:
Signature & Date of completion:

Deputy Chief Executive authorisation:
Approved or Rejected:
Comments on Approval/Rejection:
Signature & Date of Approval/Rejection:

Portfolio Holder authorisation:
Portfolio:
Portfolio Holder Name:
Portfolio Holder Details:
Approved or Rejected:
Comments on Approval/Rejection:
Signature & Date of Approval/Rejection:

Ward Member(s) authorisation:
Ward Member Name:
Ward Member Details:
Approved or Rejected:
Comments on Approval/Rejection:
Signature & Date of Approval/Rejection:

Following Approval:

Name of responding Officer:
Date Applicant informed:
Date Finance Informed for fund allocation:
Date of addition to Section 106 / Capital Programme of Works:

Following Rejection:

Name of responding Officer:
Date Applicant informed: