

**APPLICATION FOR COMMUNITY INFRASTRUCTURE LEVY (CIL) GRANT  
FOR A PROJECT IN THE WOLVERCOTE NEIGHBOURHOOD FORUM AREA**

**Spring Round 2024**

1. Please read the "Guidance Notes for WNF CIL Funding Applications"
2. The sections of this application form may be used flexibly to provide additional information where necessary. Not all sections will be relevant to all projects, and you may leave these blank.
3. Applications will be assessed by the WNF Steering Committee, taking account of the following criteria; applicants may wish to include supporting information regarding their project's fit to the criteria.
  - Location within or serving the WNF Community
  - The recipient operates as a recognised body with a nominated bank account
  - The project has agreement in principle from the property or asset owner
  - Value for money
  - Consideration has been given to health and safety requirements
  - Environmental sustainability
  - Innovation

<p><b>TITLE</b></p> <p>Short title by which the project will be known</p>	<p>Display cabinet for women's Institute Centenary Banner</p>
<p><b>PROJECT APPLICANT(S) &amp; CONTACT DETAILS</b></p> <p>Name of person (not organisation) who has initiated the project, with email &amp; phone number</p>	<p>Caroline Jess</p> <div style="background-color: white; width: 100%; height: 40px; margin-top: 5px;"></div>
<p><b>APPLICANT ORGANISATION</b></p> <p>Name and type of organisation, if applicable, charity number.</p>	<p>Wolvercote women's Institute</p>
<p><b>OUTLINE PROJECT DESCRIPTION</b></p> <p>Short description so others not associated with the project can understand its purpose and scope. Include aims &amp; objectives, and expected beneficiaries (max 150 words)</p>	<p>To purchase and install a display cabinet in Wolvercote Village Hall to house, and protect a hand embroidered centenary banner</p>
<p><b>MAIN TASKS</b></p> <p>A list of the main tasks and if appropriate an initial project plan with timescales.</p>	<p>Purchase a suitable display cabinet to match one already in situ in the Village Hall</p>
<p><b>STAKEHOLDERS &amp; DETAILS OF CONSULTATION</b></p> <p>(e.g. Council, Highways, site owners or asset holders, community organisations, businesses, neighbours)</p>	<p>This project has been approved by the Wolvercote Village Hall Committee in consultation with the W.I.</p>



The W.I. has been <sup>active</sup> in Wolvercote continuously for over 100 years and is part of Wolvercote's history. This banner was created to celebrate our centenary and long standing commitment to the community. Our aim is to provide a welcoming, friendly, all

<p><b>RELEVANCE TO THE NEIGHBOURHOOD PLAN</b></p> <p>How does the project enhance or develop our neighbourhood?</p>	<p>inclusive safe space, which offers a wide range of talks, activities, discussion and social interaction. The banner will be on display for the whole community and users of the Village Hall</p>
<p><b>CONSENTS REQUIRED</b></p> <p>Are any legal consents required before the project can go ahead (e.g. from a Council department such as Highways, Planning, Building Control, or other statutory organisation)?</p>	<p>Wolvercote Village Hall Committee have approved installation of a display case matching the current one.</p>
<p><b>FINANCE</b></p> <p>How much will this project cost in total? What proportion is being sought from CIL funding? What other sources of finance are being pursued? Are you seeking matched funding? What will the CIL grant be spent on?</p> <p>PLEASE INCLUDE COPIES OF COST ESTIMATES</p>	<p>We are not sourcing any other funding.</p>
<p><b>MAINTENANCE</b></p> <p>How will the outputs of the project be maintained and by whom? Please note that CIL grants cannot be used to cover ongoing costs.</p>	<p>No maintenance required.</p>
<p><b>RISK ASSESSMENT</b></p> <p>Are there any financial or other risks to the completion of this project?</p> <p>Are there any safety issues associated with the project?</p>	<p>No financial risks No safety issues identified. It is a solid structure with toughened glass inset.</p>
<p><b>MONITORING AND REPORTING</b></p> <p>How will the success of the project be monitored? Over what timescale?</p>	<p>It will be permanently on view in Wolvercote Village Hall.</p>
<p><b>OTHER COMMENTS OR INFORMATION</b></p> <p>Please list anything else of relevance you wish the Committee to be aware of.</p>	<p>This application is for a display cabinet for our centenary banner to be on permanent display along with the previous banner in a matching cabinet. The Women's Institute</p>
<p>Completed applications, WITH COPIES OF COST ESTIMATES/QUOTES WHERE APPLICABLE, should be sent with a covering email to <a href="mailto:wolvercotenf@gmail.com">wolvercotenf@gmail.com</a> before: 15<sup>th</sup> April 2024.</p>	

is an integral part of Village life. We have been and will continue to be actively involved in many local events including the annual Village Festival, Apple Day, Neighbourhood Forum, and St. Peter's Fete. We have also organised an annual Quiz since 2004, which is extremely popular within the community.