

<p align="center"><b>APPLICATION FOR COMMUNITY INFRASTRUCTURE LEVY (CIL) GRANT</b></p> <p align="center"><b>FOR A PROJECT IN THE WOLVERCOTE NEIGHBOURHOOD FORUM AREA</b></p> <p align="center"><b>Autumn Round 2025</b></p>	
<ol style="list-style-type: none"> <li>Please read the "Guidance Notes for WNF CIL Funding Applications"</li> <li>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.</li> <li>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. <ul style="list-style-type: none"> <li>Location within or serving the WNF Community</li> <li>The recipient operates as a recognised body with a nominated bank account</li> <li>The project has agreement in principle from the property or asset owner</li> <li>Value for money</li> <li>Consideration has been given to health and safety requirements</li> <li>Environmental sustainability</li> <li>Innovation</li> </ul> </li> <li>If your application is successful, please <ul style="list-style-type: none"> <li>Confirm to the Forum receipt of funding from the City Council</li> <li>Send us photographs of your finished project.</li> </ul> </li> </ol>	
<b>APPLICATION DATE</b>	8th September 2025
<b>REVISION DATE</b> if applicable	
<b>TITLE</b>  Short title by which the project will be known	Display cabinet
<b>PROJECT APPLICANT(S)</b>  Name of person (not organisation) who has initiated the project. <b>Do not include contact details here: see page 3.</b>	Caroline Jess
<b>APPLICANT ORGANISATION</b>  Name and type of organisation, if applicable, charity number.	Wolvercote Women's Institute
<b>OUTLINE PROJECT DESCRIPTION</b>  Short description so others not associated with the project can understand its purpose and scope. Include aims & objectives, and expected beneficiaries (max 150 words)	To purchase and install an enlarged display cabinet for the original Women's Institute banner, created in 1916, which has recently been discovered. This will protect it from deterioration.

<b>MAIN TASKS</b>  A list of the main tasks and if appropriate an initial project plan with timescales.	To enlarge display cabinet from previous successful CIL application (2024).
<b>STAKEHOLDERS &amp; DETAILS OF CONSULTATION</b>  (e.g. Council, Highways, site owners or asset holders, community organisations, businesses, neighbours)	This project has been approved by the Wolvercote Village Hall Committee and an area to site it has been identified.
<b>RELEVANCE TO THE NEIGHBOURHOOD PLAN</b>  How does the project enhance or develop our neighbourhood?	The W.I has been an important and integral part of village life since 1916, when it was instrumental in raising funds for the Village Hall to be built and the land donated by the Duke of Marlborough. The W.I currently supports numerous activities in the village, including Wolvercote Festival, St Peter's Fete, Apple Day and the Wolvercote Neighbourhood Forum.
<b>CONSENTS REQUIRED</b>  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)?	This has been approved by the Wolvercote Village Committee.
<b>FINANCE</b>  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?  PLEASE INCLUDE COPIES OF FIRM QUOTATIONS	Revised total cost £2105.00, less previously awarded CIL money - £1287.30. Current application is for £817.70.  VAT is non applicable for all quotes.
<b>MAINTENANCE</b>  How will the outputs of the project be maintained and by whom? Please note that CIL grants cannot be used to cover ongoing costs.	No maintenance will be required.

<b>RISK ASSESSMENT</b>  Are there any financial or other risks to the completion of this project?  Are there any safety issues associated with the project?	No financial risks. No safety issues identified. This will be a solid wooden structure with toughened glass insert. It will be securely attached to the wall.
<b>MONITORING AND REPORTING</b>  How will the success of the project be monitored? Over what timescale?	It will be on permanent display in Wolvercote Village Hall.
<b>OTHER COMMENTS OR INFORMATION</b>  Please list anything else of relevance you wish the Committee to be aware of.	This is an historic piece of needlework, completed in 1916 and would benefit from being on display rather than stored in a cupboard, risking damage to a piece of village history.
Completed applications, WITH COPIES OF FIRM QUOTATIONS WHERE APPLICABLE should be sent with a covering email to <a href="mailto:wolvercotenf@gmail.com">wolvercotenf@gmail.com</a>	

