

Please complete all sections of this application form by 4th August 2024

Contact Details

Name of organisation/ group:	<i>Congleton Community Projects</i>
Address:	<i>1st Floor, Spindle Mill, Spindle Street, Congleton</i>
Postcode:	<i>CW12 1QN</i>

The contact person should be someone from your organisation who can discuss the application. Please give an alternative person in case the first contact person is unavailable.

	First Contact	Second Contact
Name:	<i>Jo Money</i>	<i>David Gorton</i>
Position:	<i>Manager</i>	<i>Chair</i>
Daytime phone no	<i>07833742200</i>	
Evening phone no:	<i>Evening</i>	<i>Evening</i>
Email:	<i>jo@congletoncommunityprojects.org</i>	

About your organisation

What type of organisation are you? Please mark all boxes that apply:

- Unregistered community group/ club/ society: ☐
- Registered charity ☐
Charity Number if applicable: *Insert charity number here*
- Other type: Non profit Company Ltd by guarantee
- Do you have a constitution or a set of rules? Yes ☒ No ☐

What does your organisation or group do?

CCP works to ensure that local people can be involved directly with innovative events and activities going on in their town in order to create an identity with, and a sense of belonging to, the place they live and work in. CCP also has the resources to advise and support voluntary groups, organisations and individuals who would like to organise their own community or fundraising events

Details of Grant Requested

What project or attraction are you planning to deliver in Congleton Town Centre?

Describe your event, when and where it will take place, who it is aimed at
We are again planning a lantern parade that will make its way down Mill St and the pedestrian area to the main stage. The lanterns will be made in 3 public workshops held the

Electric Picture House, Spindle Street. The workshops are family based where parents work with their children to make the lanterns. We expect up to 30 families throughout the day and so need 2 professional workshop artists and a lot of volunteer helpers. We also arrange one evening workshops with Friends for Leisure (teenagers with disabilities) or Carers4all groups (young carers) and one after-school session. These workshops offer an opportunity to meet others, have fun and learn new skills including working with willow and understanding 3D perspective. It also helps to involve local residents directly in the events in their town particularly drawing in the new families in the ever increasing new build estates on the outskirts of the town and help them engage with and develop a sense of belonging to their community.

Is this a new event, or building on a previous event that you have organised within Congleton Town Centre or elsewhere?

What activity would the grant pay for?

The parade is a traditional annual event that has been delivered to the town for nearly 30 years

How do you anticipate that the grant money will increase footfall in the town centre?

Describe how you think this investment could encourage people to come into the town
The Congleton Lights Switch on is a very popular annual event and draws thousands of local people in to the Town Centre. The lantern parade is a tradition of the town and directly engages the community in the event. By attending a lantern workshop, creating their own personalised lantern and being a part of the parade makes the event even more special and attracts more family members to visit.

How do you intend to make sure people know about your event

Describe how you intend to tell people about your event and what help you may need.

The event is on everyone's calendar once it is announced in Bear Necessities which is written by the Town Council and delivered to every household. Our workshops are advertised on our website and social media platforms and is in the newsletters of all the local schools. We also have a considerable mailing list of home schooled children and local groups for neurodiverse children and children with disabilities.

How will you ensure that your event is inclusive and accessible?

Describe any actions you will take to ensure your event can be accessed and enjoyed by all members of our community.

Our workshops are all inclusive and cover an age range of 3 – 100. As we do not have access at the Mill we use alternative premises to hold workshops for any wheelchair bound children. We have now included quiet spaces in the town so that those who might feel challenged by the crowded noisy environment might seek quiet, but still be able to watch the event and so feel a part of it.

What measures will you take to introduce environmentally friendly practices to your event/minimise the carbon footprint?

Describe any actions you will be taking to promote good environmental practices and/or minimise the carbon footprint of the event.

Click here to enter text.

Our lantern materials are all recyclable apart from the LED lights.

Your Budget

How much will the project cost in total? £ 1,748.57

As well as this grant, please tell us where the other funds for this project will come from. Please mark secured funds with an **S**. If you have applied elsewhere for funding, please tell us where and indicate when you will know the outcome of these applications. Please be aware that the total pot is £6,000 and we hope to be able to support up to 12 town centre events. We will ring-fence the funding for successful applications and will need proof of purchase to release the funding. You can count volunteer time towards your 20% match funding.

Grant	Amount (£)	Secured (S) or Outcome Date
<i>Congleton Inclosure Trust</i>	<i>£700.00</i>	<i>January 2024</i>
<i>Young People's Trust</i>	<i>£250.00</i>	<i>August 2024</i>
<i>Donations</i>	<i>£150.00</i>	<i>November 2024</i>

What will the UKSPF funding from CTC pay for?

Item	Total Cost (£)	Amount you are asking CTC UKSPF to pay for (£)
<i>Materials</i>	<i>£238.57</i>	<i>£200</i>
<i>Artists' fees</i>	<i>£985.00</i>	<i>£400</i>
<i>Parade lead band</i>	<i>£300</i>	<i>£100</i>
<i>General admin</i>	<i>£275</i>	<i>£0</i>
Grand totals:	£1798.57	£700

If a grant is made, please provide the payee details below:

Account name: *Congleton Community Project Ltd*

Bank: XXXXXXXXXX

Account No: XXXXXXXXXX

Sort code: XXXXXX

If by Cheque Payee Name: as above

Signed: *Jo Money (signed sheet attached)*

Date: *29/07/2024*

Send your completed application to:

CTC UKSPF Town Centre Funding
Congleton Town Hall
High Street, Congleton, CW12 1BN

Tel: 01260 270350 ext 3

Email: info@congleton-tc.gov.uk