**Estate Development Budget**

**2020/2021 Quick Bid Application form**

The Estate Development Budget is a discretionary budget the Council funds from the Housing Revenue Account.

A Quick Bid can be placed by resident associations or groups of tenants that have an idea for a community project that will cost up to £1,000 and result in one of the following:

• an improvement to a council housing owned building or community facility

• an improvement to council housing owned land or local environment

• an improvement that benefits the community and the quality of life of tenants

Please see our bid criteria for further details.

Bids are voted on by a panel of tenants and leaseholders on the last Wednesday of May, July, September, November, January & March and need to be submitted by the Wednesday two weeks prior to the EDB Panel Meeting. Otherwise they will be presented at the following meeting.

Please contact the Community Engagement Team on 01273 294651 or lian.baker@brighton-hove.gov.uk if you need any further advice or require any help completing this form.

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1) Bid type

The Estate Development Budget is currently funding three bid types.

Please tell us which one you're applying for:

☐ Delivery of the project including work being carried out

☐ Supply of materials, goods or equipment

☐ Grant payment for materials, goods, or equipment (you will need to provide receipts)

Bank account

Your association needs a bank account, or be working with an association who have an organisational bank account, to apply for a grant.

☐ I confirm our association has a bank account, or is in the progress of setting one up

☐ I confirm we are working with an association with a bank account

Name of association:

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2) Contact details

Name of your community group or association:

Area of the City (North, East, Central, West):

Your first name:

Last name:

Phone number:

Email address:

Tell us a second person in your community group or organisation we can talk to about this application

Their first name:

Their last name:

Email address:

Phone number:

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3) Group type

What type of group are you?

☐ Constituted residents’ association/group

☐ Informal community group

☐ Other (please state):

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6) Project details

a) Describe your project in no more than 500 words:

b) How will this project benefit the local community and the quality of life for residents?

c) Who will benefit from your project?

d) How will you know that this project has had a positive impact on your community?

e) How have you ensured that other residents who will be affected by this project have been consulted?

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9) Bank details

- Name of account (e.g. 'Anytown Community Group'):

- Account number:

- Sort code:

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10) Evidence

Please send us documents to support your application. Photographs of documents are acceptable.

- Evidence that you have spoken to other residents (e.g. Social media links, meeting minutes or letters)

- Images or links to items you wish to purchase

Email: [lian.baker@brighton-hove.gov.uk](mailto:lian.baker@brighton-hove.gov.uk)

Post: Second Floor, West Wing, Bartholomew House, Bartholomew Square, Brighton, BN1 1JE

**For internal use**

**Date bid received …………………………………..**

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| **Housing** (eg [Housing.North@brighton-hove.gov.uk](mailto:Housing.North@brighton-hove.gov.uk))  Does this bid effect the appearance of the estate or is it signage or is it a barbecue? YES/NO  **If yes, please consult with the Housing cluster team and provide comments below:** |
| **Senior schemes** [SeniorsHousing@brighton-hove.gov.uk](mailto:SeniorsHousing@brighton-hove.gov.uk)  Is this bid for a seniors scheme? YES/NO  **If yes, please consult with the Seniors team and provide comments below** |
| **Structural work** [P&Ienquiries@brighton-hove.gov.uk](mailto:P&Ienquiries@brighton-hove.gov.uk)  Does this bid involve any structural work? YES/NO  **If yes, please consult with the team and provide comments below:** |
| **Mechanical and electrical** [M&ETeam@brighton-hove.gov.uk](mailto:M&ETeam@brighton-hove.gov.uk)  Does this bid involve any mechanical or electrical services or work? YES/NO  **If yes, please consult with the team and provide comments below:** |
| **Other Property and Investment checks** [P&Ienquiries@brighton-hove.gov.uk](mailto:P&Ienquiries@brighton-hove.gov.uk)  Does this bid involve anything that would be affected by the capital works programme, redecorating scheme or is it a tap? YES/NO  **If yes, please consult with the team and provide comments below:** |
| **Carparks and Garages** [housing.carparks&garages@brighton-hove.gov.uk](mailto:housing.carparks&garages@brighton-hove.gov.uk)  Is this bid in a car park or a garage? YES/NO  **If yes, please consult with the team and provide comments below:** |
| **Community Engagement Officer authorisation**  Name: Date: |