Your Voice Your Town Hanwell - Your Voice Your Future Fund Application Form.

THIS IS A COPY OF THE APPLICATION CREATED AS REFERENCE SO YOU CAN PREPARE ANSWERS

Section A: Before you start

Thank you for your interest in Hanwell's Your Town Your Future Fund.

You can find out more about Your Voice Your Town and how we are growing change powered by communities at Your Voice, Your Town.

About this Community Fund

This funding is for local people, community groups and organisations with ideas that will make Hanwell an even better place to live, work or go to school. Hanwell's Your Town Your Future Fund is particularly looking for ideas and projects that support key priorities including:

- Helping local people share knowledge and skills
- Taking action to make Hanwell greener and cleaner
- Bringing people together and increase connection, especially between different generations and age groups
- Revitalising places and spaces in Hanwell

The Fund is open to everyone in Hanwell, but we also want to particularly encourage ideas from young people in Hanwell who want to lead action on one of the priorities outlined above. To support this, we will be working with local High Schools, but also encourage young people and organisations that work with young people to apply.

Am I eligible?

To check if you are eligible to apply for the fund – go to our eligibility criteria and FAQ's.

You can also take a look at the map of Hanwell to check whether your project would fall within the official Hanwell boundaries at YVYT-hanwell-map.pdf

Accessibility

We want this Fund to be accessible and inclusive. If you need help completing the form, would like it in another format, or would prefer to apply using a voice note or video, please contact us so we can help support you. You can email us on dosomethinggood@ealing.gov.uk with the subject line “YVYT Hanwell Your Town Your Future Fund' or calling Carrie Deacon on 07841591236.

The Hanwell Town Team are also planning a range of events and outreach across Hanwell. More information will be available on the Hanwell Town Team and FAQ web pages soon.

Most applications should take between 30 and 90 minutes to complete. You can save your application and return to it at a later time. You may find it useful to prepare a word version or draft of the application first so your content can be copied and pasted into the relevant sections of the application form. This should help to keep the time completing the actual application form to 30mins. Otherwise, this may more likely take up to 90 mins or more to complete the application, especially if this is your first time writing a funding application.

Deadline

The deadline for completing the application and submitting it is 3rd December 2026 at 1pm.

Section B: Section 1: About You

1. **Name of main contact person or group**

2. **Primary email address**

3. **Primary phone number**

4. **Address of contact person or organisation**

5. **If you are a registered organisation, please provide your charity, Community Interest Company (CIC) or company number (optional)** (optional)

6. **Name of secondary contact** (optional)
   This is not needed if you are applying as an individual

7. **Email of secondary contact** (optional)
   This is not needed if you are applying as an individual

8. **Phone number of secondary contact** (optional)
   This is not needed if you are applying as an individual

9. Is your project based in Hanwell?

A map of the boundaries of what is considered Hanwell Town can be found by clicking this link.

Please note the benefit of this project must be for people and places in Hanwell Town only.

**Only choose one option.*

- ◯ A) Yes
- ◯ B) No
- ◯ C) Not sure

10. What size grant are you applying for?

**Only choose one option.*

- ◯ A) Small Sparks up to £1,000
- ◯ B) Growing Ideas £1,001-6,000

Section C: Section 2: Your Proposed Project

11. What is the name of your project?

Capture attention with a memorable title that simply explains your activity or what you plan to do. Include the place name in your title if your project is in a specific venue or location.

_____

12. Provide a short summary of your project

Imagine you're talking to a friend or family member. How would you explain your idea so they immediately understand it?

_____

_____

_____

_____

_____

_____

_____

13. Tell us about your project

Please describe:

- What you want to do
- Who will benefit
- What activities will take place
- Why it is important to the town and how will your project meet the ambitions of the Town Teams priorities
- What will be delivered? E.g, number of trees planted, number of events, number of workshops?

You do not need to use complicated language. We are interested in understanding your idea and the difference it could make.

Section D: Section 2: Your Proposed Project continued

14. What difference will your project make?

Tell us what success would look like for you. How will people and places in Hanwell benefit? How will it meet the priorities of the Town including at least one of the following:

- Help local people share knowledge and skills
- Take action to make Hanwell greener and cleaner
- Bring people together and increase connection, especially between different generations and age groups
- Revitalise places and spaces in Hanwell

Short answers are welcome.

15. How do you know this project is needed?

For example:

- Feedback from residents
- Conversations with local people
- Community surveys
- Your own lived experience
- Research

Short answers are welcome.

16. Approximately how many people will benefit?

This is to help the Town Team to understand the reach of the project. The Town Team recognise that some projects will need to work with a smaller number of people to be impactful, and some will work with larger numbers. Please note that larger numbers will not be scored more highly than smaller numbers.

**Only choose one option.*

◯ A) Up to 25
◯ B) 26-100
◯ C) 101-250
◯ D) 251-500
◯ E) More than 500
◯ F) Unsure at this stage

17. How will the project involve local people?

For example, this could be as volunteers, helping shape the project, or encouraging and engaging other people in the community to take part

Short answers are welcome.

Section E: Section 2: Your Proposed Project Continued

18. Where and when will your project take place?

Please outline the key steps you will take to complete your project if you receive funding (i.e. what will happen, and when). Please tell us:

- Where will the project take place
- A timeline of what you plan to deliver and when (when you will start and finish your project, and key milestones)
- How will the project be delivered and by whom
- Share the specific things that you will deliver. For example, number of workshops/ events/ pictures/ streets cleaned/ trees planted?
- When will you buy the equipment, materials or services you need (if applicable)
- When can people start taking part in or using your project?

Example: If you developed a project to refresh a community garden, you might include information on:

1. Asking local people for ideas about the planting and garden design.
2. Agreeing the final plans and find local suppliers.
3. Buying the materials.
4. Working with the community to carry out the planting and landscaping work.
5. Completing the garden refresh and promote an event for the community to visit the garden

19. Do you have a venue or location in mind to deliver the project?

It will be important that you can get the right venue or location in the timeline you outline. We are interested in understanding if you have clear plans or whether you will need time to find a venue.

**Only choose one option.*

◯ A) Yes

◯ B) No

◯ C) Not sure

20. Do you have permission to use this venue or location?

It will be important that you can get the right venue or location in the timeline you outline.

**Only choose one option.*

◯ A) Yes

◯ B) No

◯ C) Not sure

Section F: Section 3: Funding request

21. How much funding are you requesting in total?

We encourage all projects not to just ask for the maximum amounts, but instead to consider the most appropriate budget. This will also enable the Town Team to back as many local projects as possible.

22. How will you spend the funding?

Please provide a simple budget breakdown using the format below. . Please be as detailed and clear as possible. You can copy the text below into the response field if helpful

- **Budget item 1: (e.g. Refreshments)**
- Why is it needed: (e.g Drinks for young people attending workshops)
- Costs: (e.g £200)

- **Budget item 2:**
- Why is it needed:
- Costs:

- **Budget item 3:**
- Why is it needed:
- Costs:

- **Budget item 4:**
- Why is it needed:
- Costs:

23. How will the project grow or continue to make a difference after Your Voice Your Town funding is finished?

We recognise that some projects won't need to go on forever and may only plan to work with a number of people for a short time. However, they make a lasting difference for the people involved. For others, thinking how initial funding can enable a longer-term plan will be important.

For example:

- Do you plan to fundraise from other sources to keep the project going?
- Is this a one-off project and the outputs are for the people who participated?
- Will the equipment or resources be maintained by people and is there a plan in place?

Section G: Section 4: Delivering Your Project Safely

24. Will your project involve children, young people, or adults who may need additional support?

If your project works with young people, or adults who may need additional support it will be important to have the appropriate checks, systems and process and safeguards in place.

If you need help or advice on this, please read the FAQ's or get in touch with us to talk through. For example:

- Safeguarding arrangements
- DBS checks where appropriate
- Named safeguarding lead
- Risk assessments

If you do not yet have these arrangements in place, please tell us what support you may need. If you are unsure, we may be able to provide advice and support.

**Only choose one option.*

◯ A) Yes
◯ B) No
◯ C) Not sure
◯ D) Other

If 'Other', please specify

---

25. If your project is funded, will you be able to obtain any permissions, licences, insurance or approvals needed to deliver it safely and legally?

If you need help or advice on this, please read the FAQ's or get in touch with us to talk through.

Examples include:

- Public liability insurance
- Food hygiene requirements
- Licences or permissions for events
- Landowner permission

If you are unsure, we may be able to provide advice and support.

**Only choose one option.*

◯ A) Yes
◯ B) No
◯ C) Not sure
◯ D) Other

If 'Other', please specify

Section H: Section 5: Privacy, Data Protection and Declarations of Interest

Why we ask for this information

We use the information in this application to assess applications and administer the Your Voice Your Town Community Fund. Applications may be shared with Town Team members, relevant Ealing Council officers, and Ealing Council Evaluators involved in assessing and administering the fund. Information will only be used for these purposes.

For full details about how your information is used, stored and shared, please read our Privacy Notice

26. I have read and understood the privacy notice:

**Only choose one option.*

◯ A) Yes

27. Do you, or anyone involved in delivering this project, have a family, financial, business or close personal connection with:

To ensure funding decisions are fair and transparent, we ask applicants to declare any potential conflicts of interest.

Please note: **Having a connection does not automatically affect your application.** We ask this question so that any potential conflict of interest can be managed appropriately.

For each row, mark one circle with a cross to indicate your preference.

	Yes	No
A Town Team member	◯	◯
An Ealing Councillor	◯	◯
An Ealing Council Employee	◯	◯

28. If you answered yes to question 27 and you do have a connection, please provide details of who and what the relationship is. (optional)

29. Are you applying as: (optional)

**Only choose one option.*

◯ A) An Individual

◯ B) An organisation

*If you answered **A** for Question 29, go to **Section I** next.*

*If you answered **B** for Question 29, go to **Section J** next.*

Section I: Section 6: Equalities Monitoring (Individuals)

Why are we asking these questions?

We ask these questions to understand who is accessing the fund and whether there are any groups or individuals who face barriers to applying. We look at patterns across the fund, and more broadly at funding across Ealing Council.

Your answers will not be used to assess your application and will not affect any funding decision.

All of these questions are optional. You may choose "Prefer not to say" for any question.

30. What is your age group (optional)

**Only choose one option.*

◯ A) Under 18

◯ B) 18-24

◯ C) 25-34

◯ D) 35-44

◯ E) 45-54

◯ F) 55-64

◯ G) 65+

◯ H) Prefer not to say

31. What is your gender? (optional)

**Only choose one option.*

◯ A) Woman

◯ B) Man

◯ C) Non-binary

◯ D) Prefer not to say

◯ E) My gender is not listed (please self-describe)

If 'My gender is not listed (please self-describe)', please specify

---

32. Do you consider yourself to have a disability or long-term health condition? (optional)

**Only choose one option.*

◯ A) Yes

◯ B) No

◯ C) Prefer not to say

33. What is your ethnic group? (optional)

**Only choose one option.*

- ◯ A) Arab
- ◯ B) Asian or Asian British
- ◯ C) Black, African, Caribbean or Black British
- ◯ D) Mixed or Multiple Ethnic Groups
- ◯ E) White
- ◯ F) Prefer not to say
- ◯ G) Another ethnic group (please specify)

If 'Another ethnic group (please specify)', please specify

---

*Go to **Section K** next.*

Section J: Section 6: Equalities monitoring (group)

Why are we asking these questions?

We ask these questions to understand who is accessing the fund and whether there are any groups or individuals who face barriers to applying. We look at patterns across the fund, and more broadly at funding across Ealing Council.

Your answers will not be used to assess your application and will not affect any funding decision.

All of these questions are optional. You may choose "Prefer not to say" for any question.

34. Which communities does your project primarily support? (optional)

(Tick all that apply)

**Choose as many as you like*

- ☐ A) Children and young people
- ☐ B) Older people
- ☐ C) Disabled people
- ☐ D) Women and girls
- ☐ E) Men and boys
- ☐ F) Black, Asian and minoritised ethnic communities
- ☐ G) Refugees, migrants or asylum seekers
- ☐ H) LGBTQ+ communities
- ☐ I) People on low incomes
- ☐ J) People with long-term health conditions
- ☐ K) Everyone in the local community
- ☐ L) Other, please tell us more:

If 'Other, please tell us more:', please specify

Section K: How did you hear about the Fund?

This information is not used to assess your application. We monitor this information to help us understand what is most effective in terms of reaching difference audiences.

35. How did you hear about this fund? (optional)

**Choose as many as you like*

- ☐ A) Ealing Council Do Something Good website
- ☐ B) Ealing Council social media
- ☐ C) Email from Ealing Council
- ☐ D) Town Team event or meeting
- ☐ E) Community social media (for example Hanwell Facebook group, Acton Next Door)
- ☐ F) Poster or leaflet
- ☐ G) Community organisation
- ☐ H) Friend, neighbour or colleague
- ☐ I) Other (Please tell us all)

If 'Other (Please tell us all)', please specify

Section L: Final Declaration

Please confirm all of the following:

36. The information provided in this application is true and accurate to the best of my knowledge.

**Only choose one option.*

- ◯ A) Yes

37. I understand that Ealing Council may request additional information to support this application.

**Only choose one option.*

- ◯ A) Yes

38. If successful, I will use the funding for the purposes described in this application.

**Only choose one option.*

- ◯ A) Yes

39. I understand that I may be required to provide evidence of expenditure and project delivery if funding is awarded.

**Only choose one option.*

- ◯ A) Yes

40. I will obtain any permissions, licences, insurance, safeguarding arrangements or approvals necessary to deliver the project safely and legally.

**Only choose one option.*

◯ A) Yes

41. Full Name

_____

42. Position in Organisation (if applicable) (optional)

_____

43. Date

_____