



Guidance Notes for Rural Action Cwm Taf Expression of Interest Form

Main contact:	The person who will be responsible for receiving funding
Organisation that will receive Funding:	The organisations name under which the funding will be secured
What type of organisation:	Please state whether you are a social enterprise/community group etc. If you are a community group, please state whether you are constituted or not
Address including postcode:	This should be the registered organisation address.
Phone:	Please include contact numbers for the organisation and main contact point
Email:	Please include email addresses for the organisation and main contact point
Project Title:	Please provide project name as appropriate

Project Summary (no more than 200 words):
<p>Briefly outline:</p> <ul style="list-style-type: none"> • The projects aims and objectives • Who will it benefit • Any information which will illustrate to the Local Action Group how this project is ideal for LEADER funding

Please outline the evidence of community need for the Project (include methods of evidence collection):	<p>Please include information such as:</p> <ul style="list-style-type: none"> • Engagement activities undertaken • Research Feasibility Studies • Statistical data
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<p>Examples of similar projects delivered/experience held:</p>	<p>Describe why your organisation is best placed to undertake the Project (eg expertise)</p> <p>Has your organisation delivered similar projects in the past.</p>
<p>Geographical areas covered by the Project:</p>	<p>Projects will need to be implemented in eligible rural wards. Only projects that provide benefit in more than one rural ward will be considered.</p>
<p>Where will the Project be based:</p>	<p>Please state (where appropriate) the bases/addresses the Project will work from if these are not the addresses of the organisation applying for funding (contact section P.4)</p>
<p>Project Partners:</p>	<p>Please specify if the Project will be delivered in partnership with other organisations or if it will complement partner activity. Do you intend to sub-contract?</p>
<p>LEADER theme/s the Project will deliver against</p>	<p>Please identify which of the following your Project sits under (it maybe more than one)</p> <ul style="list-style-type: none"> • <i>Adding value to local identity & natural & cultural resources</i> • <i>Facilitating pre-commercial development, business partnerships and short supply chains</i> • <i>Exploring new ways of delivering non-statutory local services</i> • <i>Renewable Energy at Community Level</i> • <i>Exploration of digital technology</i>
<p>Which cross cutting themes the Project will address</p>	<p>Under the LEADER programme the following themes will also need to be addressed. Please identify which themes the Project will deliver against and add any others which you feel are relevant.</p> <ul style="list-style-type: none"> • <i>Welsh Language & Equalities</i> • <i>Resilient & Sustainable Communities</i> • <i>Uplands</i> • <i>Rural Poverty</i> • <i>Health & Wellbeing</i>
<p>Briefly identify how your project links to any National/Local Strategies</p>	<p>As a minimum, please reference linkages to:</p> <ul style="list-style-type: none"> • Merthyr Tydfil's Single Integrated Plan • RCT's Delivering Change Strategy • Welsh Government's Future Generations Strategy %The Wales We Want+ <p>Briefly state how the project will work to deliver aims within the strategies. You will have the opportunity to expand upon this in the Outcomes/Benefits section of the EOI and will also need to include further information in the application form, should</p>

	you be successful in proceeding to application stage.
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Total cost of Project:	Please provide an overall budget costing for the Project as a whole
Amount of RDP LEADER funding Requested:	How much money do you require for the project from the LEADER fund. Please note that you will be expected to match fund at least 20%.
Please explain how you will match fund the project	E.g. In kind staff time, volunteer time, cash
What will the funding be used for	E.g. Human resource, training, marketing etc
If applicable, please give details of funding already/in the process of being secured	Please state the source and amounts available.
Estimated Project Timescales:	Please provide a rough timeframe for your project and any specific milestones or deadlines (including financial) which are integral to the Project
If applicable, please include the organisations DUNS number	Where relevant, a Dun & Broadstreet check will be undertaken to assess an organisations financial strength. If applicable, please include the organisational DUNS number. Organisations with a code lower than N and a risk indicator higher than 3 may not be invited to proceed to application. Only applicable to those organisations which have a DUNS number
Is your organisation VAT registered? If so, please include the registration number	Please state your organisations VAT number, if relevant. We will need to know this in the event that you are successful at application stage.

Do you intend to submit an application to the Welsh Government's Community Development Fund? If so, please outline what this would be for	Calls will be opened by Welsh Government for the Community Development Fund which is a Capital programme. The LAG will be required to comment on your application so information at this stage would be helpful if known. Information on the Fund is included within the pack.
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Outputs / Measurables

Please list any outputs your Project could deliver against and add any amounts if known. Please be realistic. Should your project be invited to application stage and eventually accepted under RDP LEADER it is possible that penalties could be incurred for not meeting set indicators and targets.

E.g. Businesses Engaged/Supported

Communities Engaged/Supported

Number of new Product/Process developed

Jobs created as a result of Project

Number of people who have their employability enhanced as a result of Project activity

Individuals engaged

Outcomes / Benefits (no more than 200 words)

Narrative . please explain the intended outcomes/benefits of the project.

Please use this section to expand upon how the project will help deliver on the cross cutting themes mentioned earlier and how the Project will address the community need you have identified.

Issues/Risk List

Please use this section to briefly identify any issues/risks which you are aware of at this stage which may hinder Project delivery.

Such as:

- Planning permission /Leases
- Organisational constitution, insurances, business/finance plans in place
- Land ownership issues
- Partnership issues

The Local Action Group can work with organisations to support/advise on how to overcome and address any issues providing appropriate and realistic timeframes are provided within which to manage such risk. Should you be invited to application stage, a risk and issue log will need to be submitted as part of your project application.

Formal Declaration

Please ensure you complete all the questions in the Formal Declaration and that the Expression of Interest is signed and dated.

Failure to complete this last section will mean that the Expression of Interest is returned and could, as a result, mean that your Expression of Interest is not considered to proceed to full application.

Please note that you may be asked for further information as a result of answers to questions in this section to enable the Local Action Group to assess the appropriateness of a project's/organisations eligibility.

PLEASE NOTE THAT NO EXTENSIONS WILL BE GIVEN ON THE DEADLINE DATE.