



South Bristol URBAN II

European Regional Development Fund

Outline Application Guidance Pack

Introduction

Please use this form to tell us about your project in more detail. The Bristol Urban Team will help you complete it. This form is not a full application, but it will give us enough information to decide whether your project is potentially one that the URBAN Partnership Group (UPG) will support. If your project is eligible for support, and the UPG would like you to make a full application, we will tell you as quickly as possible. If the UPG feels that there are better ways to achieve the targets which URBAN is committed to achieving, we will tell you that too. A list of these targets, called 'outputs' and 'results' can be found in section 5 of the Outline Application Form. Please note that all URBAN applications are public documents.

The Bristol Urban II programme: a brief overview

The objectives of this programme have been established through a consultation process. The main theme of Bristol's programme is youth, and it has some innovative elements. Young people are often blamed for many of the problems of the area, but the partnership believes that they could be the source of solutions. The overall objectives are:

- To give young people the chance to influence and direct the programme and its projects
- To break down barriers to employment and social inclusion (being 'part of things')
- To raise skill levels and increase access to job opportunities for young people
- To improve the local environment and facilities for young people
- To promote active involvement of young people in their communities

These Objectives give us the Priorities for Action that we need to work towards:

- **Priority 1:** Our Work: To improve access to employment. *Priority 1 has one Measure: Jobs.* Measure 1 has been allocated a total of £1,566,535 ERDF funding.
- **Priority 2:** Our Place: To create a safe, attractive and healthy environment to live in. *Priority 2 has 2 Measures:*
 - 2.1: Improving The Environment.** Measure 2.1 has been allocated a total of £1,683,985 ERDF funding.
 - and*
 - 2.2: Crime.** Measure 2.2 has been allocated a total of £1,122,657 ERDF funding.
- **Priority 3:** Our Future: To ensure that young people see themselves and are seen by others as part of the solution not the problem. *Priority 3 has one Measure: Getting Together.* Measure 3 has been allocated a total of £1,631,782 ERDF funding.

In addition, a fourth priority, **Technical Assistance**, will include those tasks required to administer and deliver the programme according to European Commission guideline – approximately 5% of the total allocations.

Cross-Cutting Priorities

Europe asks us take three things into consideration in every project. They are **sustainability** (and particularly the environmental impact of projects), **equal opportunities** (particularly gender, but also race and ability issues) and **information communication technologies (ICT)** (which means how much we try to use computers, the internet and other new technologies). Not every project needs to target all three.

GUIDANCE FOR COMPLETING THE URBAN II OUTLINE APPLICATION FORM

SECTION A; PROJECT INFORMATION

Please tell us what you are going to call the project. This should be no more than 5 words, and be its 'working title'. The URBAN team will give you a reference number for you to use.

The 50-word summary will be part of the information which we will put on our website so that everyone knows that there is a potential project in this area.

We need to know if the project address will be in the programme area (parts of Hartcliffe, Knowle West, Hengrove, Withywood and Highridge), and whether everyone who will benefit from the project lives in this area. It may be possible for residents of the target area to undertake training, for example, out of the area if there is no provider inside. As a general principle, URBAN will only support projects that benefit local people, and where the assets bought with URBAN money stay in the area.

The project's address may be different from the address of the applicant organisation. If this is true, you should state both.

SECTION B: APPLICANT INFORMATION

Please tell us who is responsible for making the application. If there is already a person acting as programme manager, please give his/her name and address.

SECTION C: OUTLINE OF PROJECT

- 1 The Action Plan identifies a number of problems in the target area, based on a statistical analysis. An example is a 'high level of unemployment compared to the city average'. This is how the priorities for action were chosen. You should be very clear about what the problems that your project is intending to tackle are. Please tell us what evidence you have for saying that there is a need, and where you got the evidence from.
- 2 Please tell us what the project will do to tackle the needs you have identified. Please do not forget the cross-cutting themes,
- 3 Please tell us how you will deliver the project, including how many people it will take, whether any jobs will be created or safeguarded, and whether they are full-time or part time.
- 4 Please tell us if your project is either part of another regeneration programme (for instance Neighbourhood Renewal), or whether it links to another regeneration programme. You will need to show how URBAN support gives outputs, results and impacts which would not happen without it.
- 5 This section tells us what URBAN is 'buying'.
 - 5.1 State which Measure you are applying under. You can only apply under one Measure, so choose the one closest to your results if there is a choice.
 - 5.2 This table shows all the outputs, results and impacts which we have promised Europe that we will deliver in return for the ERDF Funding. Please show how your project will help us to achieve these targets. You can have outputs in more than one Measure. Please do not forget the cross-cutting themes.
- 6 Please tell us about the Partners that are involved in the project. Describe briefly what discussions you have had with each of the three groups listed, and what the level of local support is. If the programme has a lot of partners, what are the management arrangements? Is the Partnership closed, or open to new members?

SECTION D: PROJECT FUNDING

Financing

The Urban II Programme commits expenditure of £6.5 million from the European Regional Development Fund (ERDF). We need to raise a further £6.5 million from the public sector in match funding, and £0.7m Private Sector funding. The total funding package is approximately £13,5 million.

Every project will be responsible for securing match-funding and providing letters of confirmation. The maximum assistance from Europe that any project can have is 50%, or the minimum necessary to proceed. Some types of project are only able to apply for a lower rate of assistance, for example transport projects can only receive a maximum of 15% from Europe. The ERDF can pay for activities that the European Social Fund (ESF) would fund in other programmes. This simplifies the programme and makes it easier to access.

Please give the amounts of money that you are seeking broken down by capital and revenue, and by the year you expect to spend and claim grant. This may be an estimate at this stage, but the more detail you can give the stronger the project.

Please list the other people and organisations that you think will support the project with money. Please state if this money is committed (i.e. definite), conditional, or potential. Please also say if any money is in-kind (i.e. goods and services provided to the project free or at a reduced cost).

WHAT HAPPENS NOW?

This form goes to the URBAN II team. We will contact you to say we have received it, and if we need to ask you any questions about it. The Programme Team will make some basic checks to see if the project is eligible for support under the European rules, and whether the problems that you have identified are ones that we have also identified in the action plan.

We will tell you within 3 weeks whether or not the project has passed the basic tests. If the project passes, it will go to the Urban Partnership Group meeting for discussion. The Urban Partnership Group will decide whether or not the project is desirable. This means that the project is worthy of support, offers good 'value for money', and targets the people that Urban II wants to help.

When the project has been approved in outline by the UPG, it is invited to submit a full application. This is a complex document, and the Team may be able to offer some help. A comprehensive guidance pack is available. The full application will be appraised by the UPG and, if it is a large project, or one that is likely to be 'novel and contentious', also by Government Office for the South West. This process can take some months.

WHERE DO I GET HELP?

The URBAN II team. Contact

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