

Open Space, Sport and Recreation

Project proposal



South Hams
District Council



West Devon
Borough
Council

This form is for sports clubs and community groups who are developing ideas for sport and recreation facility enhancement or public space improvements. The information will help South Hams & West Devon Council Officers gain an understanding of your proposal and will help decision making and project planning processes. **This form must be completed by the organisation that is promoting the project.**

Name of organisation

SHDC/WDBC Project
Officer (if known)

Name of contact

Contact number

Project

Does your project have a title?

Yes

No

Description of your project?

What is the length or estimated time period of your project?
(anticipated start and end date)

Estimated costs of your project?

Will you be applying for funding? If so, from whom?

Yes

No

Do you have any confirmed funding? If so, from whom?

Yes

No

Is this a Capital project? (i.e. a new play area or building)

Yes

No

Is this a Revenue project? (i.e. employing a member of staff)

Yes

No

Do you have any development plans or a project/business plan? If so, please attach

Yes

No

Who will benefit from the project?

How many people will benefit from the project?

Does your project have community support? If so, please give details

Yes

No

Any further relevant information about your project?

Facility/site

Do you own your site or facilities (if no, who is the owner)?

Yes

No

Do you require planning permission or any other consents?

Yes

No

Management

Do you have a constitution/governing document?

Yes

No

Do you have a bank account?

Yes

No

How long has your organisation been running?

Do you have public liability insurance?

Yes

No

Do you have paid staff?

Yes

No

Are you run by volunteers?

Yes

No

Do you cater for young people?

Yes

No

Do you cater for adults?

Yes

No

Does your organisation have an equality policy?

Yes

No

Thank you for completing the form

When you click 'Submit' your form will be sent to SHDC Asset Support Team.

If you are having trouble submitting your form online, or do not have an officer to contact, then please either print it and send to our main Asset Support Team at the address below, or scan and email it assetadmin@southhams.gov.uk

South Hams District Council, Follaton House, Plymouth Road, Totnes, TQ9 5NE