

Unique Ref No:

CIFH2 -

## COMMUNITY INITIATIVES FUND (Highways)

### Application Form 2009/2010

Please read the Guidance Notes before completing this application form. Failure to do so may mean that your application will be returned to you and may miss the deadlines.

#### Area Highways Managers

<b>East Essex</b> (Tendring, Colchester) 01206 838600	<b>Geoff Harris</b> 910 The Crescent Colchester Business Park Colchester CO4 9QQ
<b>West Essex</b> (Uttlesford, Epping Forest, Harlow, Brentwood) 01279 642500	<b>David Forkin or Peter Massie</b> Warwick House, Roydon Road Harlow CM19 5DX
<b>South Essex</b> (Castle Point, Rochford, Basildon) 01268 297500	<b>Nick McCullagh</b> Endeavour Drive Festival Business Park Basildon SS14 3WF
<b>Mid Essex</b> (Braintree, Chelmsford, Maldon) 01245 240056	<b>Julie Martyn</b> 2 New Dukes Way Chelmsford CM2 6PS
<b>CIF Co-Ordinator</b> 07929 543523 <a href="mailto:info@communityinitiativesfund.co.uk">info@communityinitiativesfund.co.uk</a>	<b>Beverly Davies</b> Room C328, County Hall Chelmsford CM1 1QH

Once you have completed this form, please return it to your Area Highways Manager.

For information on the application process or for assistance/guidance in completing the form, you can contact the CIF Co-ordinator, Beverly Davies, on **07929 543523**  
Alternatively, you can take a look at the website: [www.communityinitiativesfund.co.uk](http://www.communityinitiativesfund.co.uk)

1	Organisation applying for project funding	
2	Project Title (up to 12 words)	
3	Contact details:  Name Address Position held  Telephone	
4	Local Authority (your District/Borough Council)	
5	Full description of project.  You must include detailed sketches, maps, relevant dimensions, etc.  (continue on separate page if needed)	
6	Who owns the land in question?	

7	Have all relevant permissions been obtained (please give details)	
8	<p>What is the intended benefit or impact of the project?</p> <p>(continue on separate page if needed)</p>	
9	<p>How do you know that this project is needed by the local community?</p> <p>(continue on separate page if needed)</p>	
10	<p>Total value of project (will include design and supervision costs)</p> <p><b>This section to be completed by your Area Highways Manager</b></p>	<p>Signed by AHM : .....</p> <p>Print name: .....</p> <p>Dated: .....</p>

11	Applicant's contribution	
12	<p><b>DECLARATION</b></p> <p>I am authorised to make this application on behalf of the organisation and confirm that I have read, understood and accept the Community Initiatives Fund (Highways) guidelines and criteria and that the information provided in this application is accurate.</p> <p><b>Signed:</b> ..... <b>Date:</b> .....</p> <p><b>Name (please print):</b> .....</p> <p><b>Telephone:</b> .....</p>	

**Checklist**

- Map/sketch showing location of project included
- Guidelines read and understood
- Application signed and dated

Send this form to your Area Highway Manager – details on page 1.

Forms to be received by your AHM by 6<sup>th</sup> November 2009.