



## **You Choose Application Guidance 2012**

### **Introduction**

These guidelines are to help groups complete their application forms for “You Choose”, and to maximise their chances of success. It is important to read this document thoroughly before applying. Failure to fulfil the criteria could mean applications are rejected.

### **Background**

In 2011 Tameside Council launched “You Choose” and ran 8 events across the borough to support local community groups. Following those successes the events will run again in 2012, plus there will be a “Pan-Tameside” event.

### **What’s Recycling got to do with it?**

The money for You Choose comes from the efforts of local people who recycled their waste, thus saving on landfill costs. The more residents recycle, the more Tameside Council can save and pass on to the community.

### **Participatory Budgeting**

The approach taken by You Choose is known as “Participatory Budgeting” (PB), which is a model that came from Porto Allegro, Brazil in the 1980s. With the support of the National PB Unit we have developed You Choose and hope to see it working in Tameside for many years.

You Choose means the local community decide how to spend the recycling savings, hence the phrase “You Recycle, You Choose”. In this case Tameside groups bid for money by presenting their proposal at public events, and the audience votes on each. Scores are tallied up and each of the groups who get the most votes will be awarded their You Choose grant until the grant funding allocation runs out.

The system puts decision-making directly into the hands of communities who will be affected by the decision. It can be challenging because not everyone is guaranteed to get money, and voters have to prioritise. It challenges people to think about limited funds and competing priorities. It also gives people, young and old, the experience of voting, which is the basis of our democracy. We hope very much that it is also good fun!

### **Public Duty**

The funds are public monies, and though we want the community to enjoy the events, we also need people to understand that we take very seriously our duty to manage this money effectively and securely. That is why we ask for certain assurances and have put a robust system in place for paying out grants and to ensure that the money is spent on the intended purpose.

### **Who is involved?**

We anticipate around 200 Tameside groups will bid for funds in 2012 and many residents attend the events to vote. In 2011, there were 149 successful groups and 726 residents attended the events to vote. Tameside’s Elected Members, or Councillors, have been behind the establishment of You Choose, and will be present at the events.

Tameside Council are being supported by Tameside Third Sector Coalition (T3SC) to help run You Choose in 2012. Completed application forms and queries should be directed to them.

## **1.0 Eligibility**

To be eligible to apply for funding, all applications must meet the criteria in this guidance, and the application form must be legible and fully completed. Missing details or information may make the application ineligible. The following are the criteria.

## **2.0 The two types of events**

### **2.1 You must apply to the correct area**

Application forms and information for all You Choose events will be available on the Tameside MBC website as soon as possible so groups have maximum time to apply.

### **2.2 Pan-Tameside You Choose (12<sup>th</sup> May 2012)**

*(See section 1.a) of the Pan-Tameside Application form)*

In 2012, there will be a special Pan-Tameside You Choose event. This is because we realised that there are some groups who do work in several areas or even right across Tameside but because they benefited more than one DA area, they weren't eligible last year.

This year we've changed the rules so that these groups are eligible for the Pan-Tameside event. We have included several fictitious examples below to help groups decide whether to apply to Pan Tameside You Choose or DA You Choose.

If a group's activity benefits people in more than one DA area they may need to apply for the Pan-Tameside event. They must make sure they fill in the correct application form.

For Tameside community groups applying to the Pan-Tameside event, the maximum they can bid for is £2,500 to deliver a project that benefits Tameside or its people.

Groups from anywhere in Tameside can apply to the Pan-Tameside event.

Residents living anywhere in Tameside can attend the Pan-Tameside event and vote for projects.

Note: Groups can only apply to one You Choose event per year.

### **2.3 District Assembly areas You Choose**

*(See section 1.a) of the District Assembly Application form)*

Tameside is covered by 8 District Assembly (DA) areas and each has a "pot" of You Choose funding. Each DA area will hold its own You Choose event.

The rules about who can apply for DA You Choose funds and vote at the events are as follows:

- Groups whose project benefits a DA area can apply for money from that DA.
- To vote for projects in a DA area, the residents must live in that DA area.

It is important that groups know which DA area they are based in, and only apply for funding from that DA area.

Note: Groups can only apply to one You Choose event per year.

### **2.4 Not sure which DA area you are in?**

If you aren't sure which DA area your group is in, the Tameside MBC website can help: <http://tinyurl.com/TamesideDA>, or call 0161 339 4985.

## 2.5 Not sure if you need Pan-Tameside or a DA event?

The test is whether the benefit of the project is for a single DA area, or for a wider area.

If the benefit is for 2 or more DA areas it is probably a Pan-Tameside application. Some groups are clearly suitable for a Pan-Tameside application; some will clearly be for a local DA event.

Sometimes it might not be clear-cut and applicants should ask for advice by calling 0161 339 4985. There will be occasions when we must make a decision one way or the other but where possible, we will direct groups to the right event or point them towards other sources of funding.

Here are a few fictitious, made-up examples to help groups decide whether they should apply to the Pan-Tameside event, or to the local DA events.

<b>The group?</b> (fictitious examples)	<b>Who is involved?</b>	<b>Who benefits?</b>	<b>Which You Choose event?</b>
A Community Group, based in Hyde	All its members are families from Hyde.	They bid for money to help run a crèche for Hyde families.	Hyde DA - because all the benefit of the activities is solely for 1 DA area, Hyde, and its people.
A Junior Angling Club, based in Droylsden	Its run by adults, for youngsters from mostly Droylsden and Dukinfield but a few from elsewhere	They bid for money to buy tackle for youngsters who are from at least 3 DA areas	Pan-Tameside - because the beneficiaries are from 2 or more DA areas.
A Ladies Football club, based in Stalybridge	Stalybridge residents but they play teams all over Tameside.	They bid for money to buy new football kits for their team members who all live in the Stalybridge DA area.	Stalybridge DA - because even though they play all over Tameside, the key beneficiaries (the players) are all from Stalybridge.
Friends of A Park, based in Ashton	A group of local residents from Ashton DA, but the Park is very close to the boundary with the Denton & Audenshaw DA and is popular with residents from both DA areas.	They bid for money to improve the outside seating. It will be used by residents from both Ashton and Denton & Audenshaw DA areas.	Pan-Tameside - because the beneficiaries (the park users) are from 2 or more DA areas
A borough-wide Amateur Boxing Association, has activities in 6 gyms across Tameside	Coaches, volunteers and boxers, young and old, from many areas in Tameside.	They bid for money to train 2 volunteers from each gym in coaching and first-aid.	Pan-Tameside - because the beneficiaries (the coaches, volunteers and boxers) are from more than 2 DA areas.

## 3.0 Schedule of You Choose events 2012 (note revised Stalybridge date and extended deadline for Hyde and Mossley)

<b>Area</b>	<b>Applications deadline</b>	<b>Venue</b>	<b>Date of event</b>
Pan-Tameside (across-Tameside)	Thurs 5th April 2012	Hurst Community Centre, Ashton	Saturday 12th May 2012, 12.30 – 16.30pm
Denton & Audenshaw District Assembly	Fri 11 <sup>th</sup> May 2012	Green Park Centre	Saturday 16 <sup>th</sup> Jun 2012, 12.30 – 15.30pm
Dukinfield District Assembly	Fri 8 <sup>th</sup> Jun 2012	Dukinfield Community Centre	Saturday 14 <sup>th</sup> Jul 2012, 12.30 – 15.30pm
Stalybridge District Assembly (revised date)	Fri 3 <sup>rd</sup> Aug 2012	St Peter's Parish Hall	Saturday 8 <sup>th</sup> Sept 2012,

			12.30 – 15.30pm
Ashton Under Lyne District Assembly	Fri 10 <sup>th</sup> Aug 2012	Ashton Central Mosque	Saturday 15 <sup>th</sup> Sep 2012, 12.30 – 16.30pm
Hyde District Assembly	Deadline extended to Fri 14 <sup>th</sup> Sept 2012	Hyde Methodist Church	Saturday 29 <sup>th</sup> Sep 2012, 12.30 – 15.30pm
Mossley & North East Stalybridge District Assembly	Deadline extended to Fri 14 <sup>th</sup> Sept 2012	George Lawton Hall	Saturday 6 <sup>th</sup> Oct 2012, 12.30 – 15.30pm
Droylsden District Assembly	Fri 14 <sup>th</sup> Sep 2012	Droylsden Methodist Church	Saturday 20 <sup>th</sup> Oct 2012, 12.30 – 15.30pm
Longdendale & Hattersley District Assembly	Fri 21 <sup>st</sup> Sep 2012	St Barnabas' Church, Hattersley Road East, Hattersley	Saturday 27 <sup>th</sup> Oct 2012, 12.30 – 15.30pm

### 3.1 How was the schedule set?

We planned and listened to comments about the events last year. They included suggestions we avoid the summer holidays where possible; stick to Saturdays so Sunday was left free for Christian worship; that key events and dates for the main religions were taken into account and that we avoided clashes with major sporting events.

In addition we had to take into account events like Splendid Weekend, Armed Forces Day and Whit. With 2012 being a particularly busy year we had to think about the Queens Diamond Jubilee, the Euro 2012 football tournament, and of course the Olympics amongst other things.

## 4.0 Frequently asked questions

### 4.1 General

Groups applying for funding must meet all of the basic criteria in section 1.b) of the applications forms. They should tick each basic criterion to check they are eligible. Most of them are self-explanatory but if groups are unsure read below or ask for help by calling the contacts at the bottom.

### 4.2 FAQs

Some questions that people have previously asked about these criteria include:

- a. What does a “Pan-Tameside” mean
  - o “Pan” is the Greek word for “all”. For You Choose it means across-Tameside. See above in section 2.0 and 3.0 for examples.
- b. What does a District assembly mean?
  - o There is information at <http://www.tameside.gov.uk/districtassembly>, and see above in section 2.0 and 3.0 for examples.
- c. What does “with any profit reinvested in the project” mean and why is it included here?
  - o It means that commercial, profit-based organisations are not allowed to apply. It is important to be clear who is eligible. It means that charitable organisations or social enterprises who make a surplus but who put that surplus back into their work are allowed to apply.
- d. Why does the project need to have anything to do with the Tameside Community Strategy priorities? (see question 2.b)

- Tameside Council and all its partners such as Greater Manchester Police, the NHS, Probation, Education, Housing Associations and many others, came together to agree a joint plan for Tameside called the Community Strategy. Everything we do must, in one way or another, whether directly or indirectly, contribute to these priorities.
- e. What is a “mandated bank account”?
  - It means an official, authorized banking account, where there are several named signatories needed in order to spend funds
- f. What does it mean by “ability to deliver the proposed project”?
  - It means the project is feasible and the group can realistically be able to do it. It must also be completed within 12 months of the funding being received.
- g. How do we do an “evaluation”?
  - An evaluation is where someone gets together information about a project, such as numbers of people attending, or details of achievements, or feedback from the community etc, and honestly assesses how well the project went. It often considers what lessons could be learned to make it better. We will explain and help groups to do this. It is important for the Council to gauge how well the money was spent.
- h. What does it mean by “...adequate insurance, policies and procedures...”?
  - It means that your group has in place (if appropriate):
    - Suitable insurance, such as Public Liability Insurance if running a public event.
    - Suitable policies, such as for Safeguarding Children & Vulnerable Adults etc.
    - Has planned properly, for example by completing a Risk Assessment beforehand; and is prepared and knows what to do if things go wrong, say someone is injured.
    - If you are unsure you can get advice by calling 0161 339 4985.
- i. What is a Nominated Personal Guarantor?
  - This is someone in a position of responsibility in a group, such as the Treasurer, the Chairperson, and the Secretary or similar. They should take a keen interest in the project, be aware of what it is about, and have confidence that it is right for the group to bid.
- j. Why should anyone be prepared to give a personal guarantee and then face the possibility they might have to pay back the money themselves?
  - Any committee takes on financial responsibility. This is no different, except that because You Choose involves public funds Tameside Council is accountable and needs to know someone from the group is responsible to ensure the money is spent as promised, and that good systems are used so the money isn't misused in anyway.
- k. If we present our proposal at an event can we also vote for projects (including ours)?
  - You may present and vote for all the proposals on that day, provided you meet the other criteria; for example you must be a Tameside resident (for all events), and you must live in a DA area if you want to vote at that DA's You Choose event.
- l. If we make an unsuccessful application to You Choose, can we then apply to another You Choose event?
  - Unfortunately not. Even if it is a different application or project. This is to ensure funds are shared out evenly. There may be other sources of funding available.
- m. What if our Nominated Personal Guarantors have changed since we submitted the application form?
  - Let T3SC know immediately what has happened. They will inform Tameside Council who will agree what to do.

- n. We received some funding from the council earlier this year. Can we still apply for You Choose?
- o If you received some Council grant funding in the same financial year it would be taken into account at the Assessment Panel (see section 14.0). If it was a significant amount your application might be excluded. If it was a minor amount, say £50, it might proceed. This decision will be at the discretion of the Assessment Panel before the main event.

## **5.0 What can and cannot be funded?**

Priority will be given to projects that:

- 5.1 Clearly meet the priorities of the Community Strategy.
- 5.2 Groups that can contribute some form of match funding to their proposal.
- 5.3 Are run by local volunteers who wish to improve the circumstances of individuals and communities in Tameside or their District Assembly area.
- 5.4 Encourage involvement of local residents in improving, designing, identifying and implementing community activities.
- 5.5 Can demonstrate work in partnership with other groups.
- 5.6 Do not have access to a professional fundraiser and experience difficulty in attracting funding from other sources.
- 5.7 Do not duplicate an existing service or basic running costs.
  - a. If the project resembles an existing service, groups will be expected to explain why their project is needed in addition. They may have to clarify how they will make a difference.
- 5.8 Do not overlap with another application.
  - a. If a project overlaps with another application, the groups will be asked to explore collaboration to organise one event/project/activity together from a joint application.

## **6.0 Who cannot be funded?**

- 6.1 Groups applying for something that benefits solely an individual (including gifts for individuals).
- 6.2 Organisations without a management committee comprising of at least 3 unrelated people.
- 6.3 Any statutory services.
- 6.4 Organisations with an average income of more than £50,000 per year in the last 3 years, cannot be funded (for local DA events only; this does not apply to the Pan-Tameside event)
- 6.5 Commercial organisations trading for profit.
- 6.6 Social enterprises can apply but they must:
  - a. Be value driven, by pursuing social, environmental or cultural objectives.
  - b. Re-invest any surpluses in the pursuit of their objectives
  - c. Be structured with a governance model that ensures wider accountability
  - d. Not be local branches of national charities unless locally managed, financially autonomous and not in receipt of financial support from the national body.

## **7.0 Practical items that cannot be funded:**

- 7.1 Catering for events. E.g. when a caterer is paid to provide prepared food for an event. However the following may be allowed:

- a. Refreshment costs, up to a maximum of 10% of the total amount applied for.
  - b. Purchases of food-stuff that is cooked or prepared by the group's volunteers, e.g. in a "Cook to Eat" or "Healthy Eating" type of project.
- 7.2 Heating or electricity bills (these are a core running cost).
- 7.3 Contributions to capital projects such as building and construction projects, that cost in total, more than 4 times the maximum bid amount for your You Choose event.
- 7.4 Academic or medical research and equipment.
- 7.5 Holidays, trips and social outings (except in cases of specific disablement or proven educational or cultural benefit to a community or group of people).

## **8.0 Types of application that cannot be funded:**

- 8.1 Multiple applications for the same project type in a DA area.
- 8.2 Applications whose only purpose is to promote religious or political beliefs.
- 8.3 Applications for activity that unlawfully discriminates against people.
  - a. Note: it is possible to discriminate *lawfully* in certain circumstances. E.g. under the Sex Discrimination Act it may be permissible to employ only females to work in a Women's Refuge.
  - b. It may also be permissible to *lawfully* discriminate if there are specific, identifiable reasons, e.g. by running a women's only swimming class for genuine cultural reasons.
  - c. However, it would not be permissible to run a project that only benefitted one religious or faith group. Projects must be fully, actively and practically accessible to all faiths groups.
  - d. Nor would it be permissible to breach the Human Rights or Equalities Act, e.g. by running events that excluded people with disabilities, or lesbian, gay or transgender people.
- 8.4 Applications for any activity that is illegal.
- 8.5 Applications for any activity that should be reasonably funded by another means.
  - a. E.g. refurbishment of a property that is owned by a private company; or buying equipment that is the responsibility of another organisation.
  - b. This includes applications from groups who already have adequate funds and could reasonably pay from their own bank balance or other assets.
  - c. This includes applications for funds that will replace or enhance statutory provision; and mandatory training, which organisations are required by law to provide.
- 8.6 Applications that that are designed or aimed for:
  - a. Sponsorship or fundraising events.
  - b. Contributions to larger/major appeals.
  - c. Organisations intending to redistribute grant awards.

## **9.0 Organisational items that cannot be funded:**

- 9.1 Salaries and wages However, fees for sessional workers can be requested. These fees must not be a substitution for existing workers' pay in part or whole.
- 9.2 Core running costs of groups.
  - a. This includes items that can be considered "overheads" such as premises rent, wages, insurance, heating and electricity bills.

- b. However, start-up costs and initial running costs for new projects may be requested in the project's first year.
- 9.3 Retrospective grants (i.e. projects that have already taken place or been paid for).
- 9.4 Project costs that go beyond the deadline of one year after the You Choose event for grants to be spent.
- 9.5 Attendance at conferences.

## 10.0 Services that cannot be funded:

- 10.1 Any clinical service provision (this includes counselling).
- 10.2 Child-care to enable parents or carers to take paid employment. However it may be permissible to fund child-care that enables parents or carers to take part in an event or activity.
  - a. Such child-care must be from registered, qualified child minders.
  - b. If childcare were to be provided by an individual, they must be registered self-employed and a copy of the registration must be available for inspection.
- 10.3 Translation and interpretation services; unless the translators and interpreters are experienced and/or suitably qualified.
  - a. Interpreters must be qualified to Diploma in Public Service Interpreting standard, except in the case of languages where there is no recognised qualification in the UK (it is not considered good practice to use family or friends as interpreters).

## 11.0 Projects we will support

- 11.1 The aim of the "You Choose" fund is to support local community groups to deliver projects that contribute to the priorities of Tameside's Community strategy.
- 11.2 These priorities are detailed in the table below. **Groups should show how their project contributes to at least one of these priorities.** If a project covers more than one priority, all should be outlined in the application.

Tameside Community Strategy Priority	Description
Supportive Tameside	Support communities to work together
	Help people live independently
Prosperous Tameside	Improve the economy of the area
	Help residents gain new skills or find employment
Learning Tameside	Help children and young people do well at school
	Help children and families to have a better life
Attractive Tameside	Improve the way the borough looks
	Promote environmental projects
Safe Tameside	Reduce burglary, vehicle crime and robbery, and the harm caused by drugs and alcohol
	Reduce violent crime
	Improve residents' feelings of safety
	Reduce reoffending
Healthy Tameside	Support residents to be healthy and live healthier lives



## 12.0 How much can be applied for?

There is a maximum amount that groups can apply for from You Choose. These amounts have been set in advance by the Chairs of each District Assembly and are shown in the table below.

Area	Maximum amount of bid
Pan-Tameside	£2,500
Denton & Audenshaw DA	£2,500
Dukinfield DA	£2,000
Stalybridge DA	£2,000
Ashton Under Lyne DA	£2,500
Hyde DA	£2,500
Mossley & North East Stalybridge DA	£2,000
Droylsden DA	£2,500
Longdendale & Hattersley DA	£2,000

## 13.0 Submitting an application

- 13.1 All groups must complete and submit an application form and associated paperwork.
- 13.2 They must be received by the deadline shown for each You Choose event or will not be considered.
- 13.3 Applications forms can be downloaded from the Tameside MBC website from the “You Choose” pages at [www.tameside.gov.uk/YouChoose](http://www.tameside.gov.uk/YouChoose). Or paper copies or MS Word electronic versions can be provided, call 0161 339 4985.
- 13.4 Once an application form has been completed make sure all the following associated paperwork is included and submitted:
  - a. A copy of the group’s constitution.
  - b. A photocopy of the latest statement from the relevant bank/building society with the group’s name printed on it.
  - c. Signatures from 2 Nominated Personal Guarantors.
  - d. The application form.
- 13.5 Then post, or hand-deliver, or email (you will need signed, scanned electronic versions if you email) all of the above to:
  - **You Choose 2012, Tameside Third Sector Coalition (T3SC), 131 Katherine Street (Age UK building), Ashton-under-Lyne, OL6 7AW.** [youchoose@t3sc.org](mailto:youchoose@t3sc.org).
- 13.6 You can also get paper copies of the forms from Tameside Third Sector Coalition (T3SC).
- 13.7 If you have any questions, or need help filling in your application please read this guidance or call 0161 339 4985.
- 13.8 Please let us know if you have any specific requirements to help attend and participate in this event (there is a space at the end of the application forms to do so).

## **14.0 Assessment Panel**

- 14.1 Prior to the public event, all applications will be assessed by an Assessment Panel to ensure they fit the criteria and are therefore eligible.
- 14.2 This ensures that the audience at the public event can be confident they are voting on applications that are appropriate and legal.
- 14.3 The Assessment Panel is crucial because it provides a consistent, transparent and auditable approach to all applications and allows local knowledge to inform the assessment process. The assessment Panel will be made up of Elected Members from the relevant areas.
- 14.4 The Assessment Panel's role is crucial. It is there to ensure:
  - As far as is reasonable, the applications going in front of the audience at the public event are appropriate, legal and fit the You Choose criteria.
  - That an appropriate number and value of applications goes to the public event in order for it to be successful.

## **15.0 What happens if application succeeds at Assessment Panel?**

- 15.1 Groups whose applications meet the conditions of the assessment process will be invited to attend a public "You Choose" event, where they will have to present their proposal in front of an audience.
- 15.2 If a group is nervous, or would like some advice or support about doing a presentation, they can attend workshops we will run for this purpose.
- 15.3 We will contact groups by email, if they have provided an email address. Groups should ensure emails are checked regularly so messages aren't missed.
- 15.4 All applicants will be asked to make a short presentation (3 minutes maximum) to a public audience about their project.
- 15.5 The voting events are public events and everyone attending will be asked to register. Only people who live in the area and are aged 13 years or more can score/vote. To help ensure a fair and informed voting process.
  - a. At the Pan-Tameside event, residents from anywhere in Tameside are eligible to vote.
  - b. At local DA area events, only residents from that District Assembly Area can vote.
  - c. During the event the audience will be asked to score the projects according to certain criteria.
  - d. Everyone, including all applicants, must stay for the whole event and vote on all proposals for their votes to be counted.
  - e. No more than 5 people from each group/organisation (including the 2 presenters) are eligible to vote, provided they live in the area and are 13 or over).
- 15.6 At the end, the applications with the highest number of votes will be given funding, highest first, second highest next and so on, until all the money is gone.
- 15.7 The results of the votes will be announced at the end of the event so all applicants will know on the day if their bid has been successful.
- 15.8 Guidelines for groups invited to make a presentation at the "You Choose" event include:
  - a. Presentations should be no more than three minutes long.
  - b. Presentations will be limited to 2 presenters per group.

- c. PowerPoint will be available for groups to use for their presentation but presentations must be supplied to T3SC, at least 48 hours in advance of the event to check for compatibility.
- d. If groups need help preparing for their presentation, an optional workshop will be held in the weeks prior to the event.

## **16.0 Funding Agreement**

- 16.1 The Funding Agreement is very important. It is part of the application form.
- 16.2 Groups allocated funding as part of the “You Choose” process will have to sign a funding agreement. This sets out an understanding that the successful organisation will be accountable and responsible for delivering their proposed project.

## **17.0 How the money will be paid**

- 17.1 Tameside Council will make payments directly into bank accounts of successful applicants by BACs. This method is quicker, safer and cheaper than cheques.
- 17.2 The applying groups will have to fill in a “Form of Agreement & BACs” form with banks details. This form must be signed by 2 Nominated Personal Guarantors who are members of the group’s committee. These must be the same 2 people who signed the Declaration on the application form.
- 17.3 Groups may bring a completed, signed form to the You Choose event, but they are responsible for keeping it safe and confidential. They should not give it to anyone until they know they are successful, and then only to an authorised officer from Tameside Council (this is because Tameside Council will make the payments and only they should have access to this information).
- 17.4 Groups can mail or hand in the completed “Form of Agreement & BACs” form after the event (if they have succeeded). It is their responsibility to ensure it is submitted correctly and confirm it is received safely. The money cannot be paid unless the BACs form is submitted correctly to Tameside Council.

## **18.0 Evaluation and monitoring**

- 18.1 Successful applicants will have to submit an evaluation following their project. This will be in the form of a Monitoring Form and an Expenditure sheet. Any relevant and appropriate evidence should be submitted with the form; these could include receipts, invoices, photographs, video, attendance records, evaluation forms, articles, testimony, newspaper articles etc.
- 18.2 Tameside MBC will contact groups to support them and check progress. We will follow up all groups to ensure they comply with the funding agreement.

## **19.0 What if an application is unsuccessful this time?**

- 19.1 If a group is unsuccessful on this occasion, we can help to identify other possible sources of funding. Contact T3SC for advice.

### **Privacy Notice:**

Information provided to T3SC will be shared with Tameside Council and will be treated in compliance with the Data Protection Act 1998. It will be used for “You Choose” administration only. Data will be shared within other departments in Tameside Council, as necessary, in order to process payments.