



Platinum Jubilee Village Halls Fund - Stage One Application

Guidance and Instructions

Please use this form to submit a Stage 1 application for the Platinum Jubilee Fund. It is important you read through all information on our website before applying.

You must answer all questions. This will help us to determine your eligibility and suitability against the fund criteria [[link](#)].

We strongly recommend you download a copy of the questions so you can see the information we require before submitting your online application. Once you begin completing the form, you can save and return to your application at any time using the facility provided. Upon completion, you will also be able to download a copy of your submitted application.

The deadline for the first round of Stage 1 applications is midnight 20 January 2023. The fund will then close and reopen to new applicants in mid-February.

If your Stage 1 application is successful, we will contact you with details of how to progress your application at Stage 2.

Should you have any questions about the application process, please contact your ACRE member in the first instance or email villagehallsfund@acre.org.uk

Data consent

1. **Click here to opt-in and confirm your consent to us using the personal details you provide to contact you about your application to the Platinum Jubilee Village Hall Fund. We will not use your details for any other purpose unless you give us permission.**

Details of how we use and protect personal data are set out in our [Privacy Notice](#). *

Hall name and county

2. What's the name of your organisation/ group? *

3. Where is your organisation/ group based? *

4. What is the postcode of your organisation/ group? *

Eligibility

Please complete the following questions to see if you are eligible for funding

5. Did your organisation/ group receive money from the previous Village Halls Improvement Grant Fund available from 2019-2022? *

Yes

No

Eligibility

Please complete the following questions to see if you are eligible for funding

6. Which of the following best describes your organisation/ group? (Please select all that apply) *

- Charitable company
- Charitable trust
- Charitable Incorporated Organisation (CIO)
- Community Interest Company (CIC)
- Community Association (registered as a charity)
- Parish Meeting
- Industrial & Provident Society, Co-operative or Community Association (no charity registration)
- Multi-purpose church hall
- Parish/ Town Council
- Registered charity
- School hall
- Scout or Guide building
- Sports pavilion
- Other (please specify):

7. Registered charity number (if applicable)

Eligibility

Please complete the following questions to see if you are eligible for funding

8. Do you have a freehold or leasehold interest in the building for which your organisation/ group is making an application? *

- Freehold interest
- Leasehold interest
- No leasehold or freehold interest

Eligibility

Please complete the following questions to see if you are eligible for funding

9. Please confirm that the lease for your building is current and has a lease term of more than 21 years remaining. You may be required to supply evidence of this at stage two of your application.

Yes

No

Eligibility

Please complete the following questions to see if you are eligible for funding

10. What is the population of the parish/ town in which your organisation/ group is based?
(Not sure? Check the FAQs document or use this [link](#)) *

- 500 or less
- 500 to 1,000
- 1,000 to 3,000
- 3,000 to 5,000
- 5,000 to 10,000
- More than 10,000

Assessed criteria - proposal

Please complete the following questions to tell us about the work you would like to be funded. Your responses will be assessed and scored against the funding criteria

11. Name of project *

Assessed criteria - proposal

Please complete the following questions to tell us about the work you would like to be funded. Your responses will be assessed and scored against the funding criteria

12. What type(s) of work do you require to be funded? (Please select all that apply)

Please note the fund cannot be used for projects that solely seek to repair, maintain or renew buildings. *

- Damp proofing
- Extensions
- Improvements which help to increase energy efficiency
- Internal reconfigurations
- New installation of communication systems
- New roof and roof refurbishment which includes insulation
- Refurbishment of toilets and kitchens
- Other (please specify):

13. Please describe the work you would like to be funded.

Your answer should reference specific improvements or building work you have in mind.

(Max 1,000 characters) *

Assessed criteria - proposal

Please complete the following questions to tell us about the work you would like to be funded. Your responses will be assessed and scored against the funding criteria

14. In what ways will this work make a difference to your community? (Please select all that apply)

Please note you will be asked to supply further information about this at Stage 2. *

Improved health & wellbeing

Environmental benefits

A stronger rural economy

Greater community cohesion

Other (please specify):

15. Please describe how the work you would like to be funded will make a positive difference to your community.

Specifically, we are interested to know if there are any local issues or challenges that will be addressed and how you believe the improvements proposed stand to benefit people in your community.

(Max 1,000 characters) *

Assessed criteria - proposal

Please complete the following questions to tell us about the work you would like to be funded. Your responses will be assessed and scored against the funding criteria

To help us understand how much money you need, we require some financial information about your proposed project.

We have published a costs and funding form which you can use to prepare a simple budget. You should complete this form first as it will help you to work out your answers to questions 16 to 18.

16. Referring to your completed costs and funding form, please specify the amount of funding you have already secured for your project to date and any amounts you have applied for but which are not yet confirmed. *

Total unconfirmed funding (including the amount you are applying to the Jubilee Fund for)	£	<input type="text"/>
Total confirmed funding	£	<input type="text"/>
Total project costs:	£	<input type="text"/>

17. Referring to your completed costs and funding form, please tell us your eligible project costs *

Capital works/eligible items (this may include fixtures, refer to list in FAQs) excluding VAT.	£	<input type="text"/>
VAT on capital works/eligible items	£	<input type="text"/>
Installation of broadband/WiFi (Up to £1000 can be included in your project for this work)	£	<input type="text"/>
Total:	£	<input type="text"/>

18. Please specify the total amount of grant you are applying for based on your completed costs and funding form. This should be 20% or less of the eligible project costs. The minimum amount for which you can apply is £7,500. The maximum grant available per applicant is £75,000.

(The figure you submit here should must be rounded to the nearest £1K. Please enter the amount in full, i.e. 7500, 30000, 75000 etc and do not include the £ sign) *

Assessed criteria - proposal

Please complete the following questions to tell us about the work you would like to be funded. Your responses will be assessed and scored against the funding criteria

19. Have you carried out any community consultation, for example a survey or public meeting specifically relating to the village hall and its needs and usage?

(Please note we will require you submit evidence of any surveys, feasibility studies, letters of support etc if you are invited to complete a Stage 2 application.) *

Yes

No

Assessed criteria - proposal

Please complete the following questions to tell us about the work you would like to be funded. Your responses will be assessed and scored against the funding criteria

20. How is the parish/ town council involved with the project? (Please select all that apply)

*

- Providing a grant
- Supporting community engagement
- Providing a loan sourced from Public Works Loan Board (PWLB)
- Not involved
- Other (please specify):

Assessed criteria - your hall and local area

Please answer the following questions to tell us about your hall and local area. Your responses will be assessed and scored against the funding criteria

21. Approximately, when was your hall built? *

- 2001-2020
- 1971-2000
- 1946-1970
- 1931-1945
- 1919-1930
- Pre 1918

Assessed criteria - your hall and local area

Please answer the following questions to tell us about your hall and local area. Your responses will be assessed and scored against the funding criteria

22. What facilities does your hall currently offer? (Please select all that apply) *

Large hall

Smaller rooms

Kitchen

Toilets

Stage

Storage

Other (please specify):

23. What is the standing capacity of your main hall? (See the FAQs document to help you calculate this if you don't know) *

Assessed criteria - your hall and local area

Please answer the following questions to tell us about your hall and local area. Your responses will be assessed and scored against the funding criteria

24. What activities, groups and events has your hall hosted in the past year? (Please select all that apply) *

- Fitness and other sessions that keep people active
- Weddings and other family life events
- Social events that bring the community together
- Clubs for personal interest for example, small mat bowls, gardening & cooking
- Activities for young people
- Space for Parish Council meetings/polling station and similar hires
- Hosting a playgroup or nursery
- Cafe and/or lunch club
- Other (please specify):

Assessed criteria - your hall and local area

Please answer the following questions to tell us about your hall and local area. Your responses will be assessed and scored against the funding criteria

25. Does your parish/ town have any other meeting spaces? (Please select all that apply) *

Church hall

School hall

Scout/Guide hut

Sports pavilion

No other meeting place

Other (please specify):

Assessed criteria - your hall and local area

Please answer the following questions to tell us about your hall and local area. Your responses will be assessed and scored against the funding criteria

26. How many of the facilities/assets listed below are available in your village/town?

Church		Post Office	
Good broadband		Pub	
Good mobile signal		Recreation ground	
Play area		School	
Playing field		Shop	

- None
- 1-4
- 5-10

Assessed criteria - your hall and local area

Please answer the following questions to tell us about your hall and local area. Your responses will be assessed and scored against the funding criteria

27. Does your organisation have any of the following? (Please select all that apply) *

- Facebook page
- Instagram account
- Twitter account
- Website

28. Does your hall have a broadband connection so that it can provide WiFi for hirers of the hall? *

- Yes
- No

Assessed criteria - your hall and local area

Please answer the following questions to tell us about your hall and local area. Your responses will be assessed and scored against the funding criteria

29. Is your village likely to have more than 10 additional houses built in the next 3 to 5 years? (e.g. identified in the Local Plan or planning permission being sought/ granted?) *

- Yes
- No
- Don't know

Contact details

To process your application we need some contact details

30. Main contact name *

31. Main contact email *

32. Main contact phone number *

Disqualified notification

We're sorry but based on the answers you have provided, you don't qualify for the Platinum Jubilee Fund. For more information please see the eligibility criteria. If having read this information you believe you may still be eligible, please contact villagehallsfund@acre.org.uk.

Thank you for your interest.

