



Frequently Asked Questions (FAQs)

Q. What kind of things can we apply for?

A. If you are not sure if your project is suitable, please contact Paul to discuss its suitability.

Q. How much can we apply for?

A. There is no minimum amount but there is a maximum of £5,000 for each project.

Q. When can we submit the application?

A. Completed applications can be returned any time between 2nd April - 29th June 2018. The panel will then consider these against the RE:FRESH criteria and notify you of their decision. Work on all approved projects will take place between November and April.

Q. If our application is not successful the first time, can we amend and re-submit it?

A. Yes - we will always let you know why it was unsuccessful first time. You can then amend your application using this information and address any of the points the panel raised when considering it, we are happy to look at the application a second time.

If you need any help in completing this form, please contact Paul on: 01793 463677 or email: getinvolved@swindon.gov.uk.

Please return this form to: RE:FRESH, Housing, Swindon Borough Council, Euclid Street, Swindon, SN1 2JH

FOR OFFICE USE ONLY

Application received by.

Signature:

Print name: Date:



Application Form

Please read the, 'how to apply', leaflet for information on completing this form. There is also more information about RE:FRESH on the back of this application.

If you need any help in completing this form, please contact Paul on 01793 463677 or email: pwilkins@swindon.gov.uk

Main point of contact

Name:

Address:

Email:

Mobile: Tel: (01793)

Second point of contact

Name:

Address:

Email:

Mobile: Tel: (01793)

Location, location, location

Which area/street or location does this application relate to?

Is this an indoor or outdoor project?

Yes ☐ No ☐

Is this area classed as a communal area? e.g. a stairwell or a washing area in a block of flats, or a garden in a sheltered scheme.

Yes ☐ No ☐



The personal information provided by you may be used by the RE:FRESH Panel to assess your application, and, for audit purposes. Your contact details may be passed to our Contractor(s) to enable them to quote and carry out the RE:FRESH project. It will also be shared with SBC Finance Teams to enable payment. A record of payments made will be kept by SBC Housing for a period of 6 years from approval. Under the Data Protection Act you can see your own personal information. If you would like to know more about this, please ask for our leaflet 'Access to your personal information', or contact the Data Protection Officer at Swindon Borough Council (SBC), Civic Offices, Euclid Street, Swindon SN1 2JH. Telephone: 01793 445500

Housing

SWINDON
BOROUGH COUNCIL

What is your idea?

Please give a description of your project and what you hope to gain from it. You can do this in writing, with drawings, photographs and magazine cut outs or even a short film (no longer than 5 minutes please). If you need to use more space, please include extra sheets of paper with this form.

Please include approximate dimensions (we will be guided by our contractor on the most efficient design so your requirements may change slightly - we will always discuss this with you before going ahead with the work).

Please tell us who will benefit from this project and how?

Have you spoken to your neighbours or those who would be affected by the improvements/changes that you are hoping to make?

Yes ☐

No ☐ If 'no', why not?

Have you contacted any other groups or organisations to support you with this project?

Yes ☐

Details of group/
organisation:

No ☐

How will you maintain your project in the future?

Please make sure that you have the agreement/support of people who would benefit from this project (ask them to sign the 'signature support form' sent to you with this application). Include it with this application.

Any other information you would like us to consider?

Signed

Print name Date