

**BIKEABILITY GRANTS 2012-15**

**LOCAL HIGHWAY AUTHORITY BIKEABILITY GRANT APPLICATION  
FORM**

This form should only be used by English Local Highway Authorities - LHAs (outside of London) applying for Bikeability grant for the three financial years 2012-13, 2013-14 and 2014-15.

The form can be used by LHAs applying individually for grant, forming a partnership with other Local Highway/Transport Authorities or leading a joint application by Local Highway/Transport Authority and School Games Organiser Host Schools – SGOHS (formerly SSPs).

You must read the guidance accompanying this application form very carefully and make your bid before the closing date of **Monday 16<sup>th</sup> January**. Late bids may not be accepted.

**1. Application details**

Q1a. Name of Local Highway/Transport Authority bidding.

Name:

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Locations covered by the Authority:

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Q1b. Name any partner (s) to the bid

Name:

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Address:

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Tel:

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E Mail:

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Q1c. Full contact details of person with overall responsibility for the bid.

Name:

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Job title:

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Address:

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Tel:

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E Mail:

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Q1d. Full details of any other person (s) who will be involved in the delivery and monitoring of a successful bid.

Name:

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Job title:

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Address:

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Tel:

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E Mail:

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**2. Funding (all funding is assumed to be revenue funding)**

Q2a. Please provide a financial summary of your proposed Bikeability delivery for 2012 - 15

	<b>2012-13</b>	<b>2013-14</b>	<b>2014-15</b>	<b>TOTAL</b>
Total DfT Funding Applied for				
Amount of DfT funding per Bikeability training place				
Total Bikeability places to be delivered				
Breakdown of Bikeability places per level	L1&2: L2: L3:	L1&2: L2: L3:	L1&2: L2: L3:	L1&2: L2: L3:
Total local contribution value*				
Total funding (DfT and				

local)				
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\* See guidance notes on Q2b for an explanation of local contributions.

Q2b. Local contributions should be explored towards supporting the delivery and overall costs of Bikeability in order to maximise the number of places delivered by the programme. Please provide an itemised list of local contributions, broken down by contributor and their financial value. Where possible provide details of what the components of the contribution are.

Local Contribution	Component Contributions	Financial value

Q2c. If you received a Bikeability grant in 2010/11, please state your previous delivery performance against your original bid (or final bid if the DfT agreed to a reduction in the year).

Original/Final places bid for: \_\_\_\_\_

Total places delivered: \_\_\_\_\_

Comments: \_\_\_\_\_

**3. Delivery details**

If known at the point of application, please provide the details of the Bikeability Scheme(s) that will provide your training (this should include your own scheme number if delivery is taking place in house).

Name: \_\_\_\_\_

Address: \_\_\_\_\_

Tel: \_\_\_\_\_

E Mail: \_\_\_\_\_

#### **4. Details of Bikeability Delivery planning**

Please confirm that you have considered the following aspects as part of your Bikeability delivery planning for the period 2012 – 15 (plans should be made available to the Department for Transport on request).

Maximum value for money	Yes/No (delete as appropriate) Comments:
Achievable Bikeability delivery programme	Yes/No (delete as appropriate) Comments:
Measures taken to avoid cancelled places/courses	Yes/No (delete as appropriate) Comments:
Risk Management	Yes/No (delete as appropriate) Comments:
Monitoring	Yes/No (delete as appropriate) Comments:

#### **5. Bikeability promotion**

Please provide brief details of how you will promote Bikeability in accordance with the associated guidance notes.

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#### **6. Application Sign Off**

Note: DfT or their agent reserves the right to ask for additional or clarifying information before awarding grant to any application.

- 6a. An LHA applying individually for grant (or jointly with other authorities) must confirm they have spoken with local SGOHSs and are aware if any are making separate bids for Bikeability grant. Applicants are reminded that LHA and SGOHS joint bids are preferred and encouraged by the DfT.

YES/NO (delete as appropriate)

Comments: \_\_\_\_\_

6b. Applicants must confirm this application is signed by an appropriate person in the organisation with the authority to do so. In signing this application, the applicant also confirms they are content that information contained in this application and/or monitoring returns following any successful grant bid being used to answer Data Protection and/or Freedom of Information questions should they arise. Information may also be made available to assist DfT and any of their delivery partners in their objective of increasing the number of children receiving Bikeability training in the future and of increasing cycling levels.

YES/NO (please delete as appropriate)

Comments: \_\_\_\_\_

6c. I apply for a Bikeability grant from the DfT on behalf of the Local Highway Authority named in this bid

Full name in capital letters:

\_\_\_\_\_

Signature:

\_\_\_\_\_

Position held with bidder:

\_\_\_\_\_

Date:

\_\_\_\_\_

## **7. Grant Payment details.**

Please give details of the Bank Account to which any grant awarded will be paid into.

7a. Name and address of Bank and sort code

Bank Name:

\_\_\_\_\_

Bank Address:

\_\_\_\_\_

Bank Sort Code:

\_\_\_\_\_

Account name:

\_\_\_\_\_

Account number:

\_\_\_\_\_

7b. If you are not going to claim grant at the end of the project how often would you like to apply for grant? (Note, 3 or 6 monthly is preferred).

Annually

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Bi Annual

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Quarterly

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Please note no grant will be paid which is not supported by a signed grant claim form and evidence of spend and delivery when requested. Full details of how to claim will be supplied after award of the grant. General enquiries to the fund in advance of applications being submitted should be made by e mail to Rachel Dodd at DfT: [Rachel.dodd@dft.gsi.gov.uk](mailto:Rachel.dodd@dft.gsi.gov.uk). Enquiries about applications after they have been submitted should be submitted to Steer Davies Gleave on: [bikeabilitygrants@sdgworld.net](mailto:bikeabilitygrants@sdgworld.net)

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