

West Yorkshire Combined Authority

# Active Travel Fund Community Grant Application

**Please complete and send this to [cityconnect@westyorks-ca.gov.uk](mailto:cityconnect@westyorks-ca.gov.uk)  
by midnight on Monday 8th April 2024**

**Organisation name** (full legal name on registration documents)

**Full address and postcode**

**What is your not-for-profit status?**

**Charity number if applicable**

**Company number if applicable**

**FCA registration number if applicable**

**Lead contact name**

**Lead contact phone number**

**Lead contact email address**



West  
Yorkshire  
Combined  
Authority

Tracy  
Brabin  
Mayor of  
West Yorkshire

# 1. Tell us about your organisation

**Please provide a summary of what your organisation does, covering:**

- When was your organisation established and why?
- Where is your organisation based?
- What kind of work does your organisation do and with who?
- What would you say are the main achievements of your organisation?

(Maximum 500 words)

## 2. Please describe how you plan to use the grant

**Please provide description of the project you plan to deliver, covering:**

- What is the project?
- Where will the project take place?
- Who is the target audience for the project?
- Why do you think this project is needed?
- How will taking part in this project encourage the participants to use walking, cycling and scooting more as part of their everyday journeys?

(Maximum 500 words)

### 3. Tell us how you will communicate about the project

**Please tell us how you will spread the word about the project, covering**

- How will you let the right people know that the project is happening and how to take part?
- Do you work with any other organisations who could help tell people about your project? Who are they and how might they help?
- What communication tools do you use (eg WhatsApp, Facebook, Instagram, email, newsletter etc) and how many followers or subscribers do you have for each?

(Maximum 500 words)

## 4. Funding

**The maximum grant is £5,000. Please state how much you would like to bid for and include estimated costs for items / activities you will use the grant for.**

We appreciate that it may be difficult to give precise costings at this point, but please do so if possible.

If costs are estimated, please specify this.

(Maximum 500 words)

## 5. Beneficiaries

**How many people do you think will benefit from taking part in this project?**

**Who are they (eg what community will they come from)?**

**Why is this project important for this community?**

(Maximum 500 words)

## 6. Terms

**We agree to fulfil the monitoring requirements outlined in the Guidance.**

Yes

No

**We agree to provide at least one case study during the project.**

Yes

No

**We agree to keep West Yorkshire Combined Authority informed of stories about the project and the people benefitting from it.**

Yes

No

**We agree to offer practical support to help with any communications or stories created by West Yorkshire Combined Authority.**

Yes

No

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