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PLEASE  
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creating:excellence  
East Reach House  
East Reach  
Taunton  
Somerset  
TA1 3EN

# Participation Fund application form

regenerationsouthwest  
network

creating:excellence  
the south west centre for sustainable communities

The Participation Fund is intended to help people involved in sustainable communities in the South West, to participate in learning events organised by creating:excellence or Regeneration South West Network.

Whether you work for a voluntary/community group, social enterprise or a public body, we want to encourage you to build your skills and knowledge to help improve the quality of life and services in the region by participating in our events.

The Fund can meet up to 80% of the costs for voluntary & community organisations or up to 40% of costs for people employed in the public sector. At our discretion, this may include travel & overnight costs and conference and training course fees, which would otherwise be a constraint to your participation.

Awards under this scheme awards will not normally exceed £100 per person. Funds are limited and we reserve the right to prioritise applications.

The following eligibility criteria apply:

- Your organisation must be based in the South West and be a member of creating:excellence/Regeneration South West Network (see [www.creatingexcellence.org.uk](http://www.creatingexcellence.org.uk))
- Your organisation cannot meet the full costs of the event
- The event is organised by creating:excellence/Regeneration South West Network
- You will supply evidence of expenditure
- You should show how attending this event will support your work
- You should confirm that match funding is in place for the balance of the costs

Applications will be considered upon receipt and you will receive a decision within 2 working weeks. Written confirmation of successful applications will then be sent to you, after which you may confirm your booking for the relevant event.

Costs will normally be refunded on receipt of evidence of expenditure although individual circumstances can be taken into account.

## Participation Fund Application Form

Yes! I'd like to apply to the creating:excellence/RSWN Participation Fund

Name(s) \_\_\_\_\_

Address \_\_\_\_\_

\_\_\_\_\_ Post Code \_\_\_\_\_

Email address \_\_\_\_\_

Telephone \_\_\_\_\_

Fax \_\_\_\_\_

Event Title (please include date and venue) \_\_\_\_\_

The total costs of attending the event £ \_\_\_\_\_

(we wish to encourage the use of public transport and will only refund mileage costs at 40 pence per mile where no other option is available)

Total applied for £ \_\_\_\_\_

Please confirm that match funding of £ \_\_\_\_\_ is available

Please show how attending this event will support your work

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

I have read, understood and agree to abide by the terms and conditions

Signed \_\_\_\_\_ Date \_\_\_\_\_

Please complete all sections and post to:creating:excellence, East Reach House, East Reach, Taunton, Somerset TA1 3EN or fax to:01823 330840