**ROAD SAFETY GRANT FY2021-22**

**Local Authority:**

**Date:**

**ROAD SAFETY REVENUE APPLICATION FORM**

**Guidance Notes:**

*Local Authorities should complete one form per* **education/training intervention you require funding for.**

1. There is no limit of the number of applications an authority can make. Applications must be for one intervention. We will not accept applications for a package of training interventions.
2. Applications for the approved education and training interventions do not require an evidence base or key benefits to support applications but do require local monitoring procedures.
3. Applications for new interventions to be piloted in 2021-22 do not require an existing evaluation but must include specific proposals for monitoring and evaluation.
4. Applications for funding existing schemes outside of the approved areas must be supported by evaluations of scheme effectiveness.
5. **For applications within the approved areas, the total grant applied for must not exceed the maximum cost per trainee multiplied by the number of people to receive the training/education. The maximum cost per trainee is intended to include all associated costs for delivering the intervention, including publicity. You are also reminded that you should claim the actual costs incurred up to the maximum cap.**

|  |  |
| --- | --- |
| PassPlus Cymru | £138 |
| Megadrive | £26 |
| Motorcyclist:  Assessment  Training  First responder | Assessment - £60  Training £135  First Responder £55 |
| Kerbcraft | £62 |
| National Cycle Training Level 1 / 2  National Cycle Training Level 3 | £53  £60 |

|  |  |
| --- | --- |
| **Local Authority** |  |
| **Title** |  |
| **Funding requested for 2021-22** | *£’000s* |
| **Project Manager Contact Name**  **\****note this will be the name used on the grant offer letter and for future correspondence* |  |
| **Contact Telephone** |  |
| **Contact email** |  |
| **Bid authorised by (e.g. Head of Finance or Transport Services)**  **\**In authorising this application you are confirming that the information given is correct to the best of your knowledge.*** | Name:  Job Title:  Signature: |

1. **Scheme Description**

|  |
| --- |
| **Provide a brief description of the training or intervention, including purpose, target audience and how it meets the revenue grant objectives?** |
|  |

1. **Sustainable Development Principle & Contribution to Well-being Goals**

The Well-being of Future Generations (Wales) Act 2015 requires public bodies to think more about the long-term, to work better with people, communities and each other, look to prevent problems and take a more joined-up approach.

The Well-Being of Future Generations (Wales) Act 2015, places a duty on public bodies to seek to achieve the well-being goals and objectives in everything they do.

<http://gov.wales/docs/dsjlg/publications/150623-guide-to-the-fg-act-en.pdf>

Please set out how this intervention will contribute to the wellbeing ways of working

|  |  |
| --- | --- |
| **The Five Ways of Working** | |
| **Long Term** – please describe how you have considered long term needs. What are the impacts of your proposal on future generations? |  |
| **Prevention** – please describe how you considered options to prevent the problem from getting worse or occurring in the first place. |  |
| **Integration** – please describe how you have considered the well-being objectives of other public bodies. |  |
| **Collaboration** – please describe who you collaborated with and how, in the development and appraisal your proposal. |  |
| **Involvement** – please describe who you have involved and how, in the development and appraisal of your proposal |  |

Transport schemes must seek to maximise their contribution to the well-being goals. Please provide a summary of the impacts of the scheme to the well-being goals. This should be informed by the statutory and non-statutory impact assessments of the scheme.

|  |  |
| --- | --- |
| **Well-being Goal** | **Impact (select one for each goal)** |
| A prosperous Wales | Positive / neutral / negative |
| *Summary of impact* |
| A resilient Wales | Positive / neutral / negative |
| *Summary of impact* |
| A healthier Wales | Positive / neutral / negative |
| *Summary of impact* |
| A more equal Wales | Positive / neutral / negative |
| *Summary of impact* |
| A Wales of cohesive communities | Positive / neutral / negative |
| *Summary of impact* |
| A Wales of vibrant culture and thriving Welsh language | Positive / neutral / negative |
| *Summary of impact* |
| A globally responsible Wales | Positive / neutral / negative |
| *Summary of impact* |

1. **Strategic Case**

|  |
| --- |
| **Evidence base – Please explain why this intervention is required in your authority, with reference to casualty figures or other relevant data. This should include an explanation of the projected numbers of people to be trained.** |
|  |
| **Method - Please explain the method that will be used to deliver the intervention or training and your rationale for taking this approach.** |
|  |
| **Engagement – Please detail how you have engaged with relevant stakeholders, local community & target audience in the development of the scheme** |
|  |
| **Engagement – Please describe how you have worked with road safety and/or active travel partner organisations in the planning, development and delivery of this intervention.** |
|  |

1. **Management Case**

|  |
| --- |
| **Deliverability – Please describe the key staff, actions and activities, resources and processes that will be put in place to ensure the intervention can be delivered successfully. This should include measures you will take to promote the intervention to your target audience. You should also identify any current staff shortages that may impact on delivery** |
|  |

1. **Financial case**

|  |
| --- |
| **Number of people to receive the education/training intervention. Please provide a total figure and a quarterly breakdown** |
| **Road Safety Grant funded**   |  |  |  | | --- | --- | --- | |  | **No. to be trained** | **Projected grant claim** | | **Qtr 1** |  |  | | **Qtr 2** |  |  | | **Qtr 3** |  |  | | **Qtr 4** |  |  | | **Total** |  |  | |
| **Local authority funded**   |  |  |  | | --- | --- | --- | |  | **No. to be trained** | **Projected expenditure** | | **Qtr 1** |  |  | | **Qtr 2** |  |  | | **Qtr 3** |  |  | | **Qtr 4** |  |  | | **Total** |  |  | |
| **If your cost per person exceeds the ceiling cost please provide an explanation** |
|  |

|  |
| --- |
| **Please explain what steps have been taken to ensure that costs have been kept as low as possible and to quantify if the funding requested will represent value for money in terms of the contribution made to meet the revenue grant objectives** |
|  |

**7. Commercial Case**

|  |
| --- |
| **How will the scheme be procured? What are the key contractual arrangements, for example contract length, key milestones etc?** |
|  |

1. **Monitoring and Evaluation**

|  |
| --- |
| **Evaluation – Please provide a brief summary of the evaluation that has been undertaken on this intervention, referencing specific reports that have been produced and explaining how that evaluation has demonstrated the intervention contributes to the grant objectives and demonstrates value for money** |
|  |
| **Monitoring – Please advisewhat data will be collected/considered in evaluating the effectiveness of the scheme? What processes will be put in place to assess impact in terms of contributing towards the grant objectives and measuring success? Can you supply your post-delivery monitoring plan?**  **Please confirm that any data collected or stored will be in compliance with GDPR** |
|  |