**ROAD SAFETY GRANT FY2018-19**

**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 2018-19 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 publicty.**

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| PassPlus Cymru | £138 |
| Megadrive | £26 |
| Motorcyclist:  Assessment  Training  First responder | Assessment - £60  Training £135  First Responder £55 |
| Kerbcraft | £62 |
| National Cycle Training | £42 |

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| **Local Authority** |  |
| **Title** |  |
| **Funding requested for 2018-194** | *£’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: |

**Scheme Business Case**

1. **Strategic Case**

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

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| **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 |  |

1. **Transport Case**

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| **Provide a brief description of the training or intervention** **(to include purpose and target audience)** |
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| **Evidence base (explain why this intervention is required in your authority, with reference to casualty figures and other data sources) 3 This should include an explanation of the projected numbers to be trained.** |
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| **Method (Please explain the method that will be used to deliver the training and the rationale for taking this approach)** |
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| **Description of how you have engaged with relevant stakeholders & target audience in the development of the scheme** |
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| **Describe how you have worked with your road safety partner organisations in the planning, development and delivery of this intervention.** |
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| **Evaluation 4**  **(provide a brief summary of what evaluation that has been undertaken on this intervention, referencing specific evaluation reports that have been produced and explaining how that evaluation has demonstrated the intervention contributes to casualty reduction and demonstrates value for money)** |
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| **Proposals for ongoing monitoring and evaluation 4**  **(What data will be collected/ considered in evaluating the effectiveness of the scheme? What process will be put in place to assess impact in terms of casualty reduction?)** |
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1. **Financial case**

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| **Number of people to receive the education/training intervention (Please provide a total figure and 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** |  |  | |

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| **If your cost per person exceeds the ceiling cost please provide an explanation** |
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| **Value for money (explain what steps have been taken to ensure 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 casualty reduction)** |
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1. **Delivery Case**

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| **Deliverability**  **(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 )** |
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**5. COMMERCIAL CASE**

How will the scheme be procured? What is the number and experience of the likely suppliers? What are the key contractual arrangements, what is the contract length?

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**MONITORING AND EVALUATION**

How and when will you measure if the scheme has been successful? Post delivery monitoring plan, data collection, and relevant targets?

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