**Project Scoping Document**

**Project Name**:

**Applicant Name:**

**Applicant Email Address:**

**Document Date:**

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| 1. **Provide description of the project and support required - what is the project looking to achieve? (As appropriate please provide details of location, residents or partners involved, plans etc.)** |
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| 1. **Romsey Future’s** [**Vision document**](https://www.romseyfuture.org.uk/_files/ugd/1d43ed_0cf01977ae93494d981992447e71d6f6.pdf) **sets out the partnership’s key ambitions for the town. These are for Romsey to be: well connected, environmentally responsible, a strong community, place focussed, people centered, and economically thriving.**   **How does your proposal link to these ambitions and in what way will it further these aspirations set out in this vision document?** |
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| 1. **Provide evidence of need or community support for the project. (Please attach any consultation results, research carried out)** |
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| 1. **Who will benefit from this project? (please indicate the potential number of beneficiaries)** |
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| 1. **Impact of this proposed project – what difference will the proposal make to people’s lives?** |
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| 1. **Research and evidence – what evidence do you have to demonstrate that this is a viable idea? Has this been tried before, if so where has it happened and what happened?** |
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| 1. **Support sought from Romsey Future, for example, funding, endorsement, specialist support, publicity.** |
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| 1. **Resource Implications – what are the costs associated with the proposal? How will it be funded? Who will lead on the project and support its delivery? Once delivered, are there any ongoing costs?** |
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| 1. **What support/resource does the project currently have in place i.e. volunteers, active resident group, match funding etc** |
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| 1. **Risk – what risks are associated with this proposal, and its delivery? What actions are proposed to mitigate or minimise these risks?** |
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| 1. **Anticipated start date and expected timescales** |
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**Decision by RF Programme Board**

**Date considered by Programme Board:**

**Programme Board decision**

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| Endorses proposal |  |
| Requests further information |  |
| Does not endorse proposal |  |
| Agrees to establish project group to progress work |  |
| Endorse proposal for CCG or CIL funding |  |
| *Other:* |  |

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| **Programme Board feedback** |
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