Go-online@Fastershire
in Herefordshire Scheme

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Information Sheet

What is the Go-online@Fastershire in Herefordshire Scheme?
This Scheme offers support to local community groups, clubs, charities and other not-for-profit organisations in Herefordshire as they prepare for the arrival of faster broadband by helping them:

- Raise awareness of the benefits and opportunities offered by the internet and help local residents to start to use the internet and feel comfortable using it on their own.
- Help existing internet users to get more benefits from using the internet, feel more comfortable helping others to use the internet, and to better understand what on-line services are available from local and central government, and to use them as required.

Types of projects that could be supported:
- Raising local awareness of the benefits to individuals of using the internet and providing support to do so
- Providing a speaker/demonstration/training for a group relating to the use of the internet
- Training volunteers to become local mentors in helping individuals use the internet
- Providing 'taster' sessions in the use of the internet
- Internet clubs, cafés or 'drop in' events to promote the use of the internet and provide support for people to learn how to do so
- Community or group projects around the use of the internet, or that encourage people to use the internet and help them to do so

On completion, successful applicants must provide evidence of increased numbers using the internet confidently, e.g. testimonials from users.

Who can apply?
Voluntary groups or not-for-profit organisations with a written constitution and bank account, such as parish/town/city councils, charities, constituted clubs or societies, Social Enterprises or Community Interest Companies. Private individuals and businesses cannot apply.

How will I know if our project is eligible?
Each project must:-
- Take place in Herefordshire
- Generate increased use and confidence in use of the internet
- Demonstrate good value for money.
- Seek to involve the community.
- Be new – it must not duplicate existing services.
- Not be for statutory activities or promote political or religious activities.
- Not be for items that should be covered by Parish Council budgeting.

What output could my project achieve?
An output is a measurable assessment of performance and success. All projects should achieve at least one of the outputs identified below and **may have other relevant outputs relating specifically to that project**. Projects are encouraged to choose the most relevant and achievable output(s).

Outputs
Number of new internet users
Number of people using the internet to better effect

How much can we apply for?

There are limited funds but we can offer up to 80% of the total eligible project costs, **up to a maximum of £2,500**. The minimum that can be applied for is £250. You will need to find at least 20% of the costs yourself, although this can be 'in-kind' funding rather than actual money. 'In-kind' refers to volunteer time or goods and services donated to the project.

Items the Scheme can fund include:

Room hire, equipment hire, trainer fees (must be qualified and can be secured through the Community Learning Team or Herefordshire Rural Hub to avoid obtaining quotes - a list of tutors is available on request), training costs, marketing and promotion for this activity, software specifically for this activity, training or subscription resources to support learning for a maximum of 12 months. **The scheme cannot fund equipment purchase or internet connection/line rental.**

How do we apply?

Please complete a simple application form available on the *Internet Training* section of *www.fastershire.com* or email *go-online@fastershire.com* and a form can be emailed to you. This is a rolling scheme and applications will be considered within 6 weeks of receipt.

What Happens then?

When we receive your application, we will acknowledge receipt of it. It will then be considered by an independent panel. Based on the information in your application, this panel can make one of four decisions: -
- Offer funding;
- Offer funding with some specific conditions;
- Request further information from you, to aid decision making;
- Reject the application.

When can we start the project?

If we make an offer of funding to you, we will email you an offer setting out how much is offered and detailing any specific conditions. If you are happy to accept the offer and associated conditions, you will then need to complete the acceptance on the email and send it back. Once you've submitted this, you can then start on your project. You should keep all paperwork relating to your project. i.e. all invoices, receipts, and bank statements. Also a list of groups or individuals who benefit from the project should be kept. We expect projects to be underway within three months of the offer.

Completion of the Project

When a project is finished, you will need to complete and submit a final report. This summarizes what your project has achieved, and breaks down all the income you received for your project, and all the expenditure incurred. You may then be required to send in a 6 month follow up report on outputs if not fully met.

How is the funding paid?

The money is released to you when you send in the paid invoices related to your project together with your final report and evidence of achievements. You should bear in mind that you will need to pay the invoices first, before you claim the money. Invoices that are dated before the date of the offer letter will not be eligible, which is why your project should not start until you have accepted the offer.

For small groups with limited funds we will consider paying 50% of the funding in advance.

If you fail to meet the outputs or any of the conditions set out in our funding letter, or your project is discontinued, or fails to achieve its targets, we may withhold a proportion of the funding until the outputs are achieved.

What should we do next?

Please apply using the application form (see above). If you have an idea for a project and you'd like to chat to someone about it first or would like help to complete your application, please call the Delegated Grants Team on 01432 260 753, or *delegatedgrants@herefordshire.gov.uk* or contact Dave Tristram, Project Development Officer, on 01432 260 636 (*dtristram@herefordshire.gov.uk*). As there is limited funding available, please let us know if you are considering submitting an application so that we can advise you if this scheme is likely to close shortly.

Herefordshire Council