



# East of England Regional Market Town Awards

# APPLICATION FORM



Please provide all information requested. Before completing the application, please read the 'Market Town Awards Notes for Guidance'.

This completed application form, together with **at least one high resolution digital photograph (minimum file size 1MB)** illustrating the project, should be e-mailed to [awards@towns.org.uk](mailto:awards@towns.org.uk) by 30 April 2010.

Entries will also be accepted on CD sent to: Market Town Awards, Action for Market Towns, Baxter Court, Higher Baxter St, Bury St Edmunds, Suffolk IP33 1UU

**PLEASE NOTE THAT ONLY E-MAILED ENTRIES OR ENTRIES ON CD WILL BE ACCEPTED. PAPER ENTRIES ARE NOT ACCEPTABLE.**

1. Project Title

2. Town

3. Name of partnership /  
lead organisation  
eligible to receive award

4. AMT Member?

5. Key partners

6. How long has the  
partnership been  
established

7. Contact details

Please note that these details will be used if we need to discuss the application in further detail and may be published in our Best Practice Case Studies database.

Name/Position

Address

Postcode:

Tel:

Fax:

E-Mail:

8. Category applied for:

9. Give a brief summary of the project (in no more than 50 words) that may be used for publicity purposes.

10. Give a full project description detailing the part of the project completed between 1<sup>st</sup> January 2009 and 31<sup>st</sup> March 2010 (in no more than 250 words).

**NB: a significant proportion of project delivery must have been completed between 1<sup>st</sup> April 2009 and 31st March 2010.**

11. Describe what need was fulfilled by this project, its aims and objectives, how the **local community** was involved and how this may be built on for the future (in no more than 250 words)?

12. Demonstrate how the project has been **innovative** and how it has been delivered to a **high standard** (in no more than 100 words).

13. Describe what was learnt along the way that can be shared and how easy it would be to **transfer** the project to another town (in no more than 100 words)

14. Describe the project’s **funding** package and sources of funding, future financial projections and **viability** and evidence of outcomes.

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15. Please indicate whether you are happy that Action for Market Towns uses your application as best practice material, and that your contact details are made available to all members of Action for Market Towns. ( put X in box as appropriate)

Yes	No
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16. Should this entry win its category, please indicate whether you agree to do a presentation on this entry at a regional event in the **East of England** and, if this entry is judged the overall regional winner, to repeat the presentation at the Action for Market Towns Annual Convention in October 2010. ( put X in box as appropriate)

Yes	No
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17. Please indicate whether you will be happy to be contacted by people on your project, as your details will be published on the Action for Market Towns website Best Practice section. ( put X in box as appropriate)

Yes	No
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Save this completed application form in the following format by changing the words 'project title' to the title of your project: *project title*.east of england MTA application form.

This completed application form must be received in an electronic format (e-mail or CD – paper copies are not acceptable) with **at least one high resolution digital photograph (minimum file size 1MB)** no later than Friday 30<sup>th</sup> April 2010 to the following address:

Email: [awards@towns.org.uk](mailto:awards@towns.org.uk)

CD: Market Town Awards, Action for Market Towns, Baxter Court, Higher Baxter St, Bury St Edmunds, Suffolk, IP33 1UU.

For any queries, telephone Dawn Dowds on 01284 756 567.