



PROJECT DELIVERY PLAN - DETAILED BUDGET BREAKDOWN

Grant Application Form

Part 2/2 Forms for the Communities' Choice grant.

Communities' Choice Fund Part 2 Form

Congratulations on reaching **Part 2** of the Communities' Choice grant process. The People's Committee has reviewed your Expression of Interest (EOI) and would now like more detail about your proposed project. The **Part 2** Application form is your opportunity to strengthen your application, so please be sure to complete all sections in full and ensure that you return the form by the agreed deadline. This application form requires you to add more detail to your original Expression of Interest form, including:

- A clear project delivery plan.
- A realistic, fully justified budget.
- Specific examples showing how your project addresses the community priorities you selected in **Part 1**.

You should also explain how your proposal supports the **Marmot Principles** and the goals of the **Well-being of Future Generations (Wales) Act**, using specific examples where possible.

Please complete every section of the form. Set out the actions you will take, anticipated outcomes, how you will engage your local community, how you will monitor impact, and how you will manage funds responsibly. Refer to your Part 1 EOI where helpful to ensure consistency. Please note that you should also attach copies of all required documents, including bank statements, copies of qualification certificates or your DBS certificate where appropriate.

The information you provide will be used by the People's Committee to decide which projects are recommended for the public vote at the Community Voting Event. You should refer to your Expression of Interest form to complete the Part 2 Application form effectively.



1. Part 2 Applicant Information

1.1 Communities' Choice Area Applied to:

Area Selected: BLAENAFON

Unique Application Reference: PBBLN013

1.2 Primary Contact Details

Applicant Details

Organisation Name: Welsh Language Conversational Group

Position / Job Title: Not Applicable

Contact Name: Catherine Williams or Marianne Jones

Email: cathomas@hotmail.co.uk or mbjones20@btinternet.com

Phone number: 07795421996 or 07749187629

Registered Address

No. / Street: Bethlehem Chapel

Local Area: Broad Street

Town / City: Blaenafon

County:

Postcode: NP4 9ND

1.3 Bank Account & Registration Information

Bank Account Name		Bank Account Number		Sort Code	
<i>*For Registered Charities and Private Businesses only</i>		Registered Charity No.		Companies House Registration No.	

2. Your Project in More Detail

2.1 Project Title

The title you have provided for your project is:

Welsh Language Conversational Group

2.2 Project Overview

Describe your project, its main purpose, target beneficiaries, and expected outcomes. State your project's specific objectives, using SMART objectives where possible. (Suggested: 150 – 200 words)



To increase number of members in the Group. Members to visit venues where they can hear, speak and experience Welsh as a 'living language'. To engage with Menter Iaith and Torfaen County Borough Council. To assess 6-monthly how to improve Group. Measurability - by increase in numbers, and feedback using a questionnaire. Assist and develop further the Welsh language in Blaenafon. To engage with Ysgol Bryn Onnen to inform parents/grandparents/guardians of the Group. Time-bound - 12 months.

2.3 Project Activities and Delivery Plan

- Outline the activities, services, or events your project will deliver.
- Key Milestones,
- Explain who will be responsible for delivering.

(Suggested: 150 – 200 words)

Visits to Eisteddfodau where Members can visit the Learners' Tent; or be a Volunteer as a means to using Welsh. St Fagan, where Guides are often first language Welsh speakers and Members can listen to and converse with the Guides, or with other 'front of house' staff. Other venues where Welsh language is used. Arrange fluent Welsh speaking Speakers. We already have Members who travel from areas outside of Torfaen, ie Usk, Newport, Abergavenny, and Pontywaun.

2.4 Community Benefit and Impact

Explain clearly how your project will benefit your chosen community (Communities' Choice area)

- How the project responds to the top priorities identified.
- The short-term and long-term impacts you expect to meet for individuals, groups, and the wider community.

(Suggested: 150 – 200 words)

Our Group is unique to Blaenafon, where fluent speakers and learners of Welsh can meet weekly and informally, to speak and to practise the language. To promote the Group's existence to the residents of Blaenafon. Publicise to families of children who attend Welsh medium schools, as it may be an opportunity for them to aid children with homework. Our Group is friendly, welcoming, inclusive non-judgmental; meeting in a warm, safe space and we feel promotes benefits for mental health well being.

2.5 Collaborations and Partnerships

Identify any community centres, groups, or other partners with whom you will work. Describe their role(s) in the project and how this collaboration will add value. *(Suggested: 75 – 100 words)*

Meithrin, Menter Iaith (our Group is on their website), Ysgol Bryn Onnen, local library, Bethlehem Chapel.



2.6 Risk Management and Feasibility

Identify any potential risks or challenges to delivering your project. Explain how you will manage or reduce these risks. (*Suggested: 50 – 75 words*)

Unable to identify any risks or challenges currently. Group meets in Bethlehem Chapel which is already in use on a daily basis as a public space. Has access for disabled or less able users and safety measures already in place. Only possible challenge, is if we outgrow the current venue.

2.7 Alignment with Marmot Principles

Refer to the Marmot Principles and explain which principles your project supports and how. Give practical examples of how your activities promote these principles.

Marmot Principle	Ticked in Part 1	How your project contributes (practical example)
Give every child the best start in life		
Enable all to maximise capabilities & control		
Create fair employment & good work for all		
Ensure a healthy standard of living for all		
Create & develop healthy/sustainable places		
Strengthen the role & impact of ill-health prevention		

2.8 Wellbeing of Future Generations (WFG) Goals

Justify **only** those you ticked in Part 1.

WFG Goal	Part 1	Contribution (specific activity or outcome)
A Prosperous Wales	<input type="checkbox"/>	
A Resilient Wales	<input type="checkbox"/>	
A Healthier Wales	<input type="checkbox"/>	



WFG Goal	Ticked in Part 1	Contribution (specific activity or outcome)
A More Equal Wales		
A Wales of Cohesive Communities		
A Wales of Vibrant Culture & Thriving Welsh Language		Group supports Government value and strategy for Welsh
A Globally Responsible Wales		

3. Project Timeline

Please provide a more definitive start and end date for your project and then enter the appropriate duration i.e. 3 months, 6 months, 12 months etc. If you are planning a one-off event, your timescale should consider the planning and execution of the event, taking the start date as when you will begin planning.

Start Date:	10 September 2025	End Date:	09 September 2026	Duration:	12 months
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4. Budget and Cost Breakdown

Please give an estimate of each known project cost you have included in the total amount applied for. Categorise your budget into headings such as volunteer expenses, equipment and materials, venue hire, marketing and promotion, and other delivery costs.

	Expense Type	Notes	Cost (£)
1.	Welsh speaking Speaker		£150
2.	Bus to Eisteddfod		£400
3.	Bus to St Fagans		£400
4.	Venue rental	weekly to Bethlehem Chapel by Members	£20
5.		(£20 pro rata per annum estimated 45 weeks)	
6.			
7.			



	Expense Type	Notes	Cost (£)
1.			
8.			
9.			
10.			

Total (£)	
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4.1 Area-Specific Costs and Justification

If your project will operate across more than one PB area, the costs should be broken down – please complete Appendix A. (**PB 2.2 – Cross-Area Application Budget Template**). Explain any variations in cost between areas. Ensure you add this appendix when submitting your application.

4.2 Additional Budget Information

Use this space to include any other information around in-kind contributions, match funding or other funding sources (*if applicable*).
(Suggested: 100 – 150 words)

Currently the Group themselves cover cost of rental of the room at Bethlehem (£20.00 paid 'up front' weekly).

Declarations

4.3 Monitoring & Evaluation

I understand that if my project receives funding from Communities' Choice, I must take part in monitoring and evaluation as agreed. Failure to do so may result in funding being withdrawn or reclaimed.

4.4 Attachments and Documents Checklist

Item Included with my Application	Tick to Confirm
• Constitution / Governing Document (Organisations)	



Item Included with my Application	Tick to Confirm
• Equality & Inclusion Policy	
• Safeguarding Policy (If Working with Vulnerable Groups)	
• Data Protection / GDPR Policy	
• Recent Bank Statement / Account Verification	
• Insurance, DBS, and/or Qualification Certificates (If Applicable)	
• Public Liability Insurance	

4.5 Declaration Statements:

My Statements	Tick to Confirm
• I consent to the Communities' Choice team withdrawing this application at its discretion if necessary.	
• The information in this application is true and accurate.	
• I agree to the GDPR policy and consent to scrutiny/scoring/monitoring by the People's Committee, Communities' Choice team, TVA staff, and the Senior Operational Working Group.	
• Image to Represent my project (Logo/Other Image for use in promoting your project and for the Community Voting Event)	
• I confirm that other funding sources that may be accessed to support the delivery of this project will be declared prior to acceptance of grant (terms and conditions of the grant)	

Community Voting Event Attendance

Communities' Choice is a Participatory Budgeting initiative. All funding decisions for the Communities' Choice grant will be determined by residents during a Community Voting Event held within the relevant area. By submitting this form, ***you acknowledge your obligation to attend and present your project to the community at the designated event(s). Failure to attend, unless acceptable prior notice is provided, may result in disqualification from the process.*** The Communities' Choice team retains the authority to withdraw applications at its discretion.

I hereby declare that the information provided in this proposal form is true and correct to the best of my knowledge. I understand that any false information may result in the rejection of this proposal.

Name:	Marianne Jones on behalf of Welsh Language Conversational Group	Signature:	Marianne B Jones	Date:	10 September 2025
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Please ensure that all sections of this form are completed accurately before submission. Incomplete forms may not be considered for funding. Thank you for your commitment to improving your community through the Communities' Choice Torfaen PB Fund.

5. Submitting Your Application

Applications must be submitted to communities-choice@tvawales.org.uk by the deadline date: **Wednesday, 10th September 2025**. Applications arriving after the pre-agreed deadline may not be considered. If you feel you will not be able to complete the form in full by the agreed date you must contact the Communities' Choice team to provide a valid reason at the earliest convenience. All supporting documentation should be attached with your application.

6. Contacts:

Dan Watkins	Bailey Richardson
Communities' Choice Coordinator	Youth & Community Support Worker
dan@tvawales.org.uk	bailey@tvawales.org.uk