



Transform **Community and Environmental** **Grants** Overview

Working in partnership with



Forestry Commission

Introduction

TransPennine Express services connect communities across the North of England and Scotland, providing fast and reliable train services between key cities and towns. Whilst our services enable these communities to grow, we recognise the importance of supporting them and helping to facilitate change in other ways.

We have a Sustainable Development Strategy and Plan which sets out our agenda to work as a responsible business, which includes as part of it our commitment to offer funds for local initiatives.

What we're looking for...

TransPennine Express, working with the Forestry Commission would like to inspire people to make a positive improvement to their local area. 'Transform' grants are available for community initiatives that aim to address one or more of the following:

- Environmental improvements
- Social inclusion
- Youth unemployment

We encourage applications for projects that aim to make improvements with regards to the themes above. A project may address one or more of the above themes, but scoring will favour projects that can demonstrate the widest positive impact.

How much funding is available...

There will be £50,000 of funding available per franchise year under this scheme - £350k over the lifetime of the franchise. Each organisation or group may apply for a maximum of £5,000.

We look forward to receiving your applications for this scheme and wish you the best of luck.

If you have any queries, please contact:

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Application Criteria

1. Applicant organisations / projects should be located no more than 10 miles from any line of route operated by TransPennine Express train services. (A copy of our route map is available on page 5)
2. Applications must be for funds to support new projects, and not as a contribution towards an ongoing project.

Judging Process

Judging is to be carried out in the following stages:

Shortlisting

Projects will be grouped by region, and reviewed by TransPennine Express representatives for each region. This stage will see the top 50% of projects for each region carried forward.

Staff Vote

Shortlisted projects will be put to a regional staff vote. The staff will be provided with a synopsis for each project, and will have the ability to access the full submission document. It is crucial for this stage that your synopsis is clear and sells the benefits of your project.

Final Selection

As each project can request a value up to £5,000, the total number of projects which we are able to support may vary. The final stage is to combine the initial scores from shortlisting along with results of the staff vote. Those schemes with the highest score at this point will see funds awarded until the full £50,000 has been allocated.

Judging Criteria

Submissions will be judged on the following:

- How well the project is explained in the application
- The impact of the project on the key priority themes of environmental improvement, social inclusion and reducing youth unemployment
- The long term sustainability of the project
- Clear identification and itemisation of costs
- Proximity to stations served by TransPennine Express or line of route. *Please refer to the route map on page 5.*

How to Apply

To apply for a Transform grant, you will need to complete a **Transform Community and Environmental Grants Application Form** which will have been sent to you along with this overview.

You will then need to upload your application as a **PDF** at www.tpexpress.co.uk/transform

When completing the online upload, you will also need to provide:

- Organisation Name
- Contact Name
- Address
- Telephone Number
- Email Address
- Project title
- Project Summary (100 Words)
(This will be used during our staff voting stage, so it is important that you describe your project and its benefits as clearly as possible)
- Requested Funding Amount

If you experience any issues whilst submitting the form, please email TPE.Transform@firstgroup.com

The closing date for applications is the 27th October 2017

Route Map

