



S106 Project Submission Form

| Section 1 – Your organisation | |
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| Name of organisation: | |
| Name of principal contact: | |
| Contact Address: | |
| Postcode: | |
| Telephone: | |
| Email: | |
| Section 2: - About your S106 Project | |
| Details of Project Title: | |
| N.B. There is a separate form for offsite financial contributions for affordable housing. | |
| Please provide a brief description of the s106 project with reference to how it meets the objective/purpose set out in the section 106 agreement: | |
| Please provide details of the project location and provide a relevant location plan/Google image (if possible): | |
| Section 3: Costs | |
| What is the total cost of the project (to include VAT)? Please include details of costs and associated phasing, e.g. quotes/tender submissions: | |
| What is the amount of funding that you are requesting (to include VAT)? £__ | |
| Is this the full s106 amount? Yes <input type="checkbox"/> No <input type="checkbox"/> | |

Does the project attract match funding? If yes, please provide full details:

Have you applied for/or received any funding for this project from elsewhere? If yes, please provide full details:

Section 4 – Delivery

Please can you provide a timescale for the delivery of the project? For example, details of when the project will commence and finish or if work has already started on the project? In your submission set out how you intend to meet the timescales for spending the fund prior to claw back date.

NB s106 payments are time sensitive and have to be paid back, with interest, if not spent in the agreed timeframe as outlined within the legal agreement.

Do you own the land for the project, or do you have the agreement of the land owner?

Is there long-term maintenance required for the project, if so, how will this be managed?

Section 5 – Do you have the necessary permission to undertake this project?

| | |
|--|--|
| Does your project depend on any further permissions being granted prior to implementation? | Yes <input type="checkbox"/> No <input type="checkbox"/> |
|--|--|

If you have answered yes, please provide details below:

Section 6 – Additional documents to support your application

Please could you provide, if available, any additional supporting details of the project:

Section 7 – Declaration

- To the best of my knowledge, the information provided in this application is correct.
- I have enclosed all the documents as requested.
- I agree to provide any extra information that the Council may require, including further legal agreements as appropriate.
- If the s106 payment is agreed by the Council, I agree that the organisation will use it only for the purpose stated in the timescales of the s106 agreement and understand that Council officers may inspect the goods/equipment and request evidence of s106 spend for audit purposes.
- I agree that the Council's internal and external auditors have the right to inspect any related documentation.
- I agree to ensure that any goods/equipment funded are sufficiently insured.
- I agree to repay part or all of the allocation if s106 funding is not spent on the project as detailed above, or in the agreed timescales, or has been awarded based on misleading or inaccurate information.

Signature:

Position in Organisation:

Date:

Data Protection

Your details will be retained for s106 auditing processes so that we can contact you about the s106 agreement if necessary. South Staffordshire Council will process your personal data in accordance with the Data Protection Act 2018 and the General Data Protection Regulations (GDPR). Our Privacy Notice can be viewed at

<https://www.sstaffs.gov.uk/planning/data-protection-development-management.cfm>

Please return this form by 20 March 2023 together with the other requested documents to:

By email: section106agreements@sstaffs.gov.uk