

### Project Idea

- Someone has an idea for improving their town! They talk to others and see what they think
- It could be a community group, a town/parish council, town centre group (must be constituted)

### Develop Idea

- What, where, how, who, when and how much?
- Talk to relevant people who could help or need to get involved e.g WCC, Borough/District Council, Neighbours, local stakeholders
- Design it, cost it, look at what permissions would be needed etc

### 'Create' a project on Spacehive

- Once there is a clear project which has been designed and costed up (estimates or accurate depending on size, scale and current resources behind it) - load it up on to the Warwickshire Hive
- Outline of project, who's involved, images, how much is needed (fund target)

### Activate your community!

- Raise awareness of your project - social media, local networks, meetings etc > put the call out for support
- Get people involved, hold open events to tell people about it and how they can get involved
- Persuade them they want to donate - money, in-kind, time
- Show them how to pledge

### WCC Capital Funds

- Does it meet the criteria for the Towns Placemaking Fund or other fund available?
- Yes? Contribution made to target - amount depends on what, how supported it is etc.
- No? Other funders, donors may come forward

### Target Amount Reached?

- Yey, your target has been reached and all your funders will now pay-up so you can deliver your project
- Sorry, the target hasn't been reached - donors do not have to pay out. Contact us to discuss your options.

### Deliver Your Project

- Now you have to do it! Deliver your project with the funds you have raised within budget and with all those people who offered to help
- Any problems - contact us immediately so we can help
- Remember - keep talking to your community and all those people who funded, expressed support
- The grand opening :-)

### Monitoring & Evaluation

- Measure your impact - what has the project achieved? Count the numbers and do people like it?
- How's it gone? Did it happen, what went well, what not so well. Has it done what you hoped?
- Share lessons learnt and let all your funders know the outcome