

# Economic Recovery Fund

## *Request an application development worker*

Where possible we aim to match those who need support with an Application Development Worker. This is to make it easier for groups that need help to submit an application. **Use this form to request support.**

Even if you do not need additional help, make contact with the ERF Project Team. We are here to help you get in the strongest position to submit an application. **To do this email [recoveryfund@sheffield.gov.uk](mailto:recoveryfund@sheffield.gov.uk) or call 0114 224 5000.**

### **Key information**

There is no deadline to request help, but you should express your interest early.

We cannot guarantee this support will be available to everyone.

The Application Development Workers are there to help and support, but this **must be a partnership** between the project group and them. They can do lots for you, but they cannot lead – **the ideas and energy should come from you and your project team.**

The kind of support they can offer includes:

- Setting up open meetings that can be attended by local businesses, community groups and others who are interested in helping to develop ideas
- Creating a plan and timescale for developing a project
- Facilitating meetings
- Ensure a wide variety of ideas and opinions can be heard
- Help you to reach a consensus
- Researching project ideas and costs
- Providing advice and guidance to the project team
- Drafting the application form and filling in the budget template

# ***Please fill this form in and send by email to recoveryfund@sheffield.gov.uk***

**Name of applicant**

**Telephone number**

**Email address**

**Name of area or sector you are working in**

*Where will the project take place, or which sector is your focus*

**List of current project team**

*Tell us who are the people you are working with and the organisation they work for, if applicable*

**Summary of your ideas and what you have done so far**

*Tell us if you have some clear ideas or suggestions about what you'd like to do. Are you working with a new or existing business group? How far have businesses been engaged from the area more widely? What are the local issues you feel could be addressed through ERF?]*

**What support do you need during the application process?**

*Have a look at the ways in which a Development Worker can help – which areas might you need help with? It's fine to ask for as little or as much as you need. We can agree the scope of their work together.]*