



# How to respond to this call out for the Creative Civic Change programme

If you would like to apply to get involved in the programme, we ask that you answer some yes/no questions to check you are eligible. We will then ask for your contact details, information about your local area, and ask some questions about the sorts of things you've already done locally and what you might want to achieve.

This information can be sent in via:

- A short form (filled in and emailed to us)
- A short video (sent privately via the web)
- An audio file (sent privately via the web).

Below is a guide to walk you through all three application processes. If you have any issues during your application, or wish to speak to someone on the team about the programme, please email: [ccc@localtrust.org.uk](mailto:ccc@localtrust.org.uk) or call **020 3588 0564**.

## By filling in the form

- Please fill in and print out the expression of interest form, which can be found on [the Local Trust website](#).
- Ensure that the Chair of the group signs it, acknowledging that the group supports the application.
- Scan the document onto your computer (or print and photograph it) and send it in an email attachment to: [ccc@localtrust.org.uk](mailto:ccc@localtrust.org.uk)
- If you would like to have a conversation with us so we can fill in the form for you please email [ccc@localtrust.org.uk](mailto:ccc@localtrust.org.uk) or phone 020 3588 0564 to book a call back. If you need further help or guidance regarding the process, please email or phone using the same contact details.

\*For Big Local areas we are assuming this should be the Chair of the partnership and in signing s/he is confirming that the partnership supports the application.



\*For non-BL areas we ask that the Chair of the group sign this form. In signing s/he is confirming that the group supports the application.

## Video submission

Please record a 2-3 minute video explaining your idea and send your video to the email address [ccc@locatrust.org.uk](mailto:ccc@locatrust.org.uk) via the WeTransfer website: <https://wetransfer.com/>

How to use WeTransfer: [https://wetransfer.zendesk.com/hc/en-us/articles/202702233?\\_ga=2.32804094.1548430208.1532075601-1154162603.1522770965](https://wetransfer.zendesk.com/hc/en-us/articles/202702233?_ga=2.32804094.1548430208.1532075601-1154162603.1522770965)

How to make a video on your iPhone:  
<https://support.apple.com/en-gb/HT207849>

How to make a video on your Android device:  
<https://www.dummies.com/consumer-electronics/smartphones/droid/how-to-record-video-with-an-android-phone/>

How to make a video on your computer:  
<https://www.howtogeek.com/205742/how-to-record-your-windows-mac-linux-android-or-ios-screen/>

## Audio submission

Please record a 2-3 minute voice memo/audio track explaining your idea and send it to the email address [ccc@locatrust.org.uk](mailto:ccc@locatrust.org.uk) via the wetransfer website: <https://wetransfer.com/>

How to use WeTransfer: [https://wetransfer.zendesk.com/hc/en-us/articles/202702233?\\_ga=2.32804094.1548430208.1532075601-1154162603.1522770965](https://wetransfer.zendesk.com/hc/en-us/articles/202702233?_ga=2.32804094.1548430208.1532075601-1154162603.1522770965)

How to make an audio recording using your iPhone:  
<http://osxdaily.com/2016/05/04/record-audio-iphone-voice-memos/>

How to make an audio recording using your Android device:  
<https://academy.izi.travel/help/production/voice-recording-on-an-android-smart-phone-and-transferring-audio-files-to-a-computer/>

How to make an audio recording on your computer:  
Follow this step-by-step guide to recording audio on your computer without a microphone:  
<https://www.youtube.com/watch?v=GqNrLfbwAH8>



[www.bit.ly/CreativeCivicChange](http://www.bit.ly/CreativeCivicChange)  
#CreativeChange