

## Climate Partnership Proposals - FAQs

### Who is the fund aimed at?

Any group or community who want to run initiatives to combat climate change, reduce emissions, increase biodiversity, use nature to help with health and wellbeing and/or make their local area more sustainable.

### What type of organisations can apply?

Any community group with a project idea – can be a climate change group, schools, book club, men's shed etc.

The group must be from the area (RBWM) and their project must be based in RBWM too.

Small and medium local businesses may be considered as well.

### What type of proposals are you looking for?

We are looking for proposals that can get off the ground quickly and that benefit their local community.

We are working with RBWM to help them meet their Environment and Climate Strategy aims and are looking for projects that can assist with this.

For example,

- Reducing carbon emissions including those relating to energy use, food, buying things and/or travel
- Utilising the outdoors to help improve wellbeing and health
- Increasing biodiversity – including creating habitats, wildflower planting, tree planting, small wetland creation, urban agriculture etc.
- Community clear up events
- Composting initiatives
- Upcycling, recycling, retrofitting or reusing resources programmes, workshops and/or schemes
- Educating communities – workshops, programmes, talks etc

If you have a new initiative or have seen something that can be replicated in your locality let us know!

### How do we apply?

Plan your project with your group/community. Think carefully about what you want to do and how achievable it is.

Consider how much you need to apply for (small grant up to £500, medium grant up to £2000 and a large grant up to £5000).

Then fill out the proposal form! Email [heather.mynott@rbwm.gov.uk](mailto:heather.mynott@rbwm.gov.uk) for a form or download it from the [website](#).

### **How will applications be evaluated?**

There is a limited pot of money available every year so the proposal will go to our Steering Board. Here it will be discussed by our panel of experts. They will be looking at the following areas.

- Innovation: How novel is the solution proposed?
- Feasibility: Is the project realistic and well-planned?
- Scalability/Replicability: Can this idea be scaled or replicated in other areas?
- Community Benefit: Does the project support diverse communities or have the potential for wider social impact?
- Impact: Measurable impacts both soft and hard measurables to be considered. (If you have questions on this our Climate Partnership Coordinator will be happy to help).

They will then decide whether to approve the proposal.

If your proposal is not successful on the first attempt it will be returned with feedback, you will be able to resubmit after amendments.

### **Are there any restrictions on what we can apply for?**

Ineligible expenditure includes:

1. Payment that supports lobbying or activity intended to influence or attempt to influence Parliament, Government or political parties, or attempting to influence the awarding or renewal of contracts and grants, or attempting to influence legislative or regulatory action (any lobbying activity);
2. Using grant funding to petition for additional funding;
3. Payments for activities of a political or exclusively religious nature (we can fund religious organisations if your programme benefits the wider community and doesn't include religious content);
4. Gifts to individuals other than promotional items with a value of no more than £25 a year to any one individual;
5. Statutory fines, criminal fines or penalties;
6. Costs paid for by funding and also claim back the VAT on them;
7. Use to purchase buildings or land;
8. Activities that make profits for private gain;
9. Loan payments.

### **Can we apply for more than one Climate Partnership grant?**

It is important to the Climate Partnership to ensure that we have a good range of applications from across the Borough.

Once you have **received** a grant from the Climate Partnership you cannot apply for a new one until the following calendar year.

### **Where can we get support to develop a project and make an application?**

You can contact the Climate Partnership Co-ordinator – Heather Mynott

[heather.mynott@rbwm.gov.uk](mailto:heather.mynott@rbwm.gov.uk)

The co-ordinator will help support developing a project. The coordinator might also point to additional sources of advice and support, e.g. through the steering group and/or previous of grants.

### **Where else can I apply to gain additional funds?**

- There are also national funding streams available, and you can apply directly to the National Lottery via their Awards for All fund: [National Lottery Awards for All England | The National Lottery Community Fund \(tnlcommunityfund.org.uk\)](#)
- The Woodland Trust are giving away free trees. Open to nurseries, schools, universities, parish councils, sports clubs, guides, scouts and more. [Find out more about the Woodland Trust free trees for schools and communities programme.](#)
- Tesco Stronger Starts is open to charities and community organisations to apply for a grant of up to £1,500. Tesco are currently prioritising projects that support children’s food security and health and locally nominated good causes. This is a rolling programme. Three projects from each local area will be shortlisted to go to the public vote every three months. [Find out more about Tesco Stronger Starts.](#)
- We also suggest reaching out to businesses in the immediate area.

### **How do we construct a budget for our project?**

It’s important that you think through carefully what funding you are likely to need for your project and whether you can demonstrate ‘value for money’.

Start off by writing a list of all the items that you are likely to need to pay for.

Estimate the cost of each item of expenditure as accurately as you can, doing some research helps.

If you have been running the same activities for a while, you can base your estimates on previous years – but remember to increase them in line with inflation.

Once you’ve constructed a draft budget, it’s important that you discuss it with your group and/or community.

When you have finalised your budget, this will help you to make financial decisions and keep control of your spending during your project. It means that it is unlikely that you’ll run out of money by

mistake, but it could mean that you need to plan in more fundraising to sustain or develop the project further!

Please get in touch with [heather.mynott@rbwm.gov.uk](mailto:heather.mynott@rbwm.gov.uk) if you have any queries regarding this policy.

### **What if our project is working with children, young people and/or vulnerable adults?**

If your project involves working with children, young people or adults at risk, you must think through what additional safeguarding risks that this could create and must develop safeguarding policies and procedures appropriate for the type of project you plan to undertake.

### **What happens if we get funding?**

We will contact you when the Board has made its decision. Funding will be sent to the bank details provided on the proposal form.

We will provide you with our logo for any publicity/information on the project.

We advise you to keep notes and monitor your project so that that you can fill in a report at the end of the project.

### **What will we need to do at the end of the project?**

When you receive your grant, if you haven't already discussed this as part of the application process, it is important that you agree with other members of your group:

- What you will measure / count / report on during the delivery of your project (please see list of suggestions at the end of this section)?
- Who is going to keep records?
- How the records will be kept?
- How they will be shared (with your group and others)?

At the end of your project, you will be required to return a report (please note that each grant type has its own report template).

We suggest that you read the template early so that you have an idea of what to make note of throughout the project.