Bradenstoke Solar Park Community Benefit Fund

Grant Application Form

# ABOUT THE FUND

## What is the Bradenstoke Solar Park Community Benefit Fund?

The operators of the Solar Park at Bradenstoke make an annual payment to the local community which has to be put towards projects that benefit the Community. Bradenstoke Solar Park Community Benefit Fund(**BSPCBF**) was set up to hold this money, and we have a Local (**LGC**)which .

The fund is renewed every year via an index linked payment of £50,000 that is secured via the lease between the Defence Infrastructure Organisation (DIO) and the private owners of the park for the lifetime of the solar park.

## Who can apply?

Applications are invited from organisations in the following Parishes abutting the former RAF base at Lyneham and community groups inside MoD Lyneham:-

* Lyneham & Bradenstoke
* Hilmarton
* Christian Malford
* Bremhill

## What sort of projects are eligible?

Projects which demonstrate a clear community benefit are eligible. They should fall into one of the following categories:

* Alleviating fuel poverty
* Developing community scale & micro renewable energy schemes
* Reducing greenhouse gas emissions
* Advancing efficiency in the use of natural resources
* Protecting or enhancing the natural environment
* Protecting or enhancing biodiversity
* Promoting environmental sustainability
* Other purpose in the interest of the community

Any project which can demonstrate a Community Benefit can apply, however projects which promote sustainable and environmentally friendly principles are encouraged.

## How much can I apply for?

There is no set limit, however applicants are encouraged to seek funding from multiple sources.

## How do I apply?

If the community group that you represent has an idea for a project; please complete each step below: The application form covers both Expressions of Interest (**EOI**) and **FULL** applications. An EOI requires less information and can only receive an “IN PRINCIPLE” response. The Local Grant Committee will assess the information provided and seek clarification where necessary. The application can then be upgraded to a FULL application for a final decision by the committee.

**GRANTS ARE NOT AVAILABLE RETROSPECTIVELY.**

Note: Your project application should support priorities for your community, be mindful about the criteria set out above**.**

1. **Contact your local representative with your idea.**

The details for your local representative are on the [Bradenstoke Solar Fund](https://www.bradenstokesolarfund.org/) website.

1. **Complete this Grant Application Form**.

Please add extra pages if required. Detailed responses will help the Committee decide eligibility for a grant.

1. **e-mail Grant application Form:**

Mary Hardwidge – Grants Officer, Community First

[mhardwidge@communityfirst.org.uk](mailto:julian@communityenergyfoundation.org.uk)

1. **Wait for the decision from the Local Grant Committee**

They will determine whether your project is likely to be suitable for funding. They may also be able to work with you to develop your idea further.

|  |  |
| --- | --- |
| SECTION A – ABOUT YOUR PROJECT | |
| Project name: |  |
| Applicant organisation: |  |
| Type of Application | EXPRESSION OF INTEREST / FULL |
| Where are you located? | * Lyneham & Bradenstoke * Hilmarton * Christian Malford * Bremhill * MoD |
| Which LGF member have you discussed the project with? |  |

|  |
| --- |
| What is your project? |
|  |
| Why are you doing the project? |
|  |
| Describe the local support you have and any other recognition there is of the need/issue. |
|  |
| Who will benefit? |
| e.g. military dependent families, young mothers, school leavers, residents |
| Approximately how many people will benefit? |
|  |
| Has your group applied for any other source of funds and if so what is the result? |
|  |

# SECTION B - COMMUNITY, SUSTAINABILITY & ENVIROMENTAL IMPACT

Please explain how your project addresses the following **Grant Criteria:-**

Examples and further information about this section can be found on the website.

|  |
| --- |
| **Alleviating Fuel Poverty** e.g. improved property insulation, smart metering |
|  |
| **Developing Community Scale and Micro Renewable Schemes** e.g. shared energy storage, smart energy usage, ground source heating |
|  |
| **Reducing greenhouse gas emissions** e.g. use of carbon-free materials and processes, reduce, reuse, recycle |
|  |
| **Advancing efficiency in the use of natural resources** e.g.reduced plastic use, |
|  |
| **Protecting or enhancing the natural environment** e.g.planting, protecting, producing / outdoor spaces |
|  |
| **Promoting environmental sustainability** e.g. use of natural, locally sourced renewable materials, locally grown food |
|  |

NOTE: If you are unsure please liaise with your local representative to see which are applicable.

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| SECTION C - Timeline |
| When do you hope to do start (finance permitting)? |
|  |
| When do you hope to finish the implementation? |
|  |
| What experience does your organisation have of undertaking similar projects? |
|  |
| Who will manage the project – and how? |
|  |
| Do you need any permission to carry out your project (e.g. planning permission)? |
|  |
| What could go wrong? |
|  |
| How long might the benefits of your project last? |
|  |
| What will happen to the proposed project if this application is unsuccessful? |
|  |

# SECTION D - Finance

|  |  |
| --- | --- |
| FINANCIAL SUMMARY (for an EOI, estimates will suffice) | |
| TOTAL PROJECT COST |  |
| OTHER FUNDING AVAILABLE |  |
| **AMOUNT SOUGHT FROM BSPCBF** |  |

Full financial details are not required for an Expression of Interest but will be required for a FULL application. Three quotes will be required for any works to be carried out.

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| --- | --- | --- | --- |
| **Capital costs** | | | |
| Equipment and supply of goods  (IT, machinery, tools) (Provide 2 like for like quotes minimum) | | | £ |
| Other | (Please specify) | | £ |
| Subtotal capital costs A | | | £ |
| **Revenue costs** | | | |
| Project implementation staff costs  (Salary, NI, pension contributions) | | | £ |
| Administration costs and overheads | | | £ |
| Events, marketing and publicity External consultants, advice and suppliers of services | | | £ |
| Other | (Please specify) | | £ |
| Subtotal revenue costs B | | | £ |
| Total C (A + B) | | | £ |
| Sources of alternative funding  (from your group or elsewhere) | | (Please specify) | £ |

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| --- | --- |
| SECTION E – ABOUT YOUR ORGANiSATION | |
| Applicant organisation: |  |
| Contact Name: |  |
| Postal address: |  |
| Telephone landline: |  |
| Telephone mobile: |  |
| Email: |  |
| Any other contact notes: |  |
| Provide details of any legal status and any registration numbers: | e.g. association /registered charity / limited company / Parish Council |
| Describe your group’s purpose and activities: |  |
| How many individuals are members of the group and when was the group formed? |  |
| Please provide latest bank statements and constitution if available: | **Required for FULL applications** |

# Section F – DECLARATION

PLEASE READ AND SIGN

* I/we confirm that the information supplied on this form is correct and complete. If successful, this funding will be used solely for the purposes shown in the application and will meet all the terms and conditions attached to any grant offer that is accepted.
* I/We understand that the information provided in this application will be used to assess and select proposals for funding.
* I/We agree to disclose information about this application to organisations or consultants with which the BSPCBF wishes to consult during the appraisal, ongoing management and evaluation of applications.
* In applying for BSPCBF funding I/we accept conditions of payment and understand that payments may be withheld or recovered if it appears that any undertakings have not been complied with or a false or misleading statement has been made.
* I/We understand and accept that if this application is successful the grant award will be published by BSPCBF, including the name and address of the applicant and the amount of funding that has been agreed.
* I/We will provide before and after photographs of the project which can be publicly used on the BSPCBF website.
* I/We undertake that if this application is successful I/we will:
  + - * Fulfil the obligations of the BSPCBF including promotion of their Objectives/Priorities.
      * Provide any further information as may be required by the BSPCBF.
      * Allow access to records and premises to which this application relates for the purpose of carrying out an inspection and ensuring the compliance of this undertaking. This will include allowing access for external auditors and consultants.
      * Co-operate and participate as required in any monitoring or evaluation exercises conducted by the BSPCBF.
      * Notify the BSPCBF immediately in writing if any changes occur to the application details.

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| --- | --- | --- |
|  | Signatory 1 | Signatory 2 |
| Signed: |  |  |
| Name (please print): |  |  |
| Position in the group: |  |  |
| Date: |  |  |