



Winchester
City Council



'GREENER FUTURE FUND'

Grants Programme 2021/2022

Policies and Criteria

CONTENTS:

1	Introduction
2	Description of Fund
3	Eligibility
4	Funding Themes
5	Application Process
6	Pledge/Award Terms

Please read this document carefully before making an application

Introduction

Winchester City Council recognises the important role that businesses, community & voluntary organisations have in creating a Greener Winchester district.

Through the 'Greener Future fund: "creating a greener district"' we would like to support as many not for profit organisations and businesses as possible. As an open competitive fund there will be a rolling deadline which closes when the full fund award has been pledged to applicants.

Eligible applicants will be considered for a pledge/award of up to 50% of their project costs or £2,000 (whatever is less). If selected for support, the council match would then be applied to the applicants crowdfund campaign, once they have achieved 25% of their fundraising target on Crowdfunder.

Applicants must then go on to raise the remainder of their crowdfund target to 100%, to receive matched funds.

Applicants that are not selected for support from Winchester City Council will still be able to use Crowdfunder to raise funds for their project via the 'crowd'.

As the verification process is run by Crowdfunder, even if an organisation is known to the council, you will be required to provide identification and follow the authentication process.

This grant is *De Minimis* Aid and businesses must be state aid compliant and must declare this in future if asked.

If you require any assistance with completing the form, or if you are a new applicant please contact our Funding team on:

grants@winchester.gov.uk or 01962 848 269

Description of Fund

The 'Winchester Greener Future fund' supports not-for-profit organisations and businesses within the Winchester district. Please see our [Ward Map](#) for more information. The fund supports those organisations that provide services/activities which contribute to the reduction of the carbon footprint across the district.

Eligibility

Eligibility Description

The council wishes to support projects run by not-for-profit organisations and businesses that activate, develop and increase the community's efforts to reduce the carbon footprint of the district. We will provide pledges for one off activities, campaigns and events; new services; start up programmes, pilots for innovation and pre-empting change, building resilience and increasing reach in services in order to promote and enhance sustainability.

Who can apply:

- Local not-for-profit groups, community organisations and registered charities which provide activities and services to the residents of Winchester district. Businesses which are located in the Winchester District, and have fewer than 50 employees
- Established business must not have a turn over of more than £1M p.a.
- All businesses must be state aide compliant in that the grant would not create a breach the De Minimis aid of €200,000 ceiling over a three year fiscal period.

0-9 Employees	Pre-start	Not yet trading
	Start Up	1-2 years
	Established	3 years plus
10-50 Employees	Established	3 years plus

Eligibility Criteria

- Must be located in the Winchester district and primarily benefit the communities and residents
- Items must not be purchased prior to agreement of funding
- Estimates must be provided of agreed expenditure
- Award cannot be used for general running costs
- Business must provide a business plan/ projected budget for the next three years
- All applicants must comply with the relevant permissions/licencing/insurance/documentation (constitution)/policies
- Every not for profit group/organisation should have a constitution which includes a formal decision making process, and aims that are acceptable to the council.
- In the case of registered charities they must comply with the standards laid down by the Charity Commission.
- Businesses must provide proof of business address, a business bank statement, confirm compliance with state aid and evidence necessary permissions, licencing, or insurance
- Applicants must reach 25% of the fundraising target in order to qualify for a contribution pledge from the council
- Projects must be able to demonstrate support of the council priorities and themes
- Organisations must acknowledge the financial support of the council in its documentation and publicity material. A Winchester City Council logo should be displayed on all posters, letters and literature produced by the organisation in relation to this project. An electronic version of the logo would be provided for this purpose. A copy of the Council's Publicity Protocol, which explains the council's expectations with regard to recognising and publicising grant awards, will be provided
- We are unable to fund applicants who have received project funding in the previous financial year
- Any applicants with a debt outstanding to the council or are in breach of any regulation or licences etc. will not be considered

We are unable to fund:

- Local or national appeals
- Student expeditions
- Replacement or “like for like” equipment/items
- Play areas (e.g. equipment for public playgrounds)
- Activities which are of a wholly and exclusively political or religious nature, or organisations supporting political activism
- Curriculum based school activities
- Capital or project activities of a statutory nature
- Retrospective funding of activities/projects/equipment
- Day-to-day general running costs, such as rent or living costs such as bills, deposits and rates
- Costs associated with fundraising (activities, events and campaigns etc.)
- Repeat activities / projects
- Basic website

Funding Theme

Organisations applying for funds must demonstrate how the work helps achieve the funding theme: **Transport, energy, properties and behavioural changes.**

a) *Transport support for schemes that:*

- Develop an expanded network of electric vehicle charging points across the district – such as on community buildings.
- Encourage more walking and cycling and use of public transport and reduce the need to use cars.
- Develop and adopt green travel plans to encourage healthy and sustainable travel options.

b) *Energy support for schemes that:*

- Engage with the district’s communities to work jointly on initiatives that reduce energy use or generate renewable energy, e.g. roof-top solar PV on buildings.

- Installation of green technologies, including energy generation, storage and distribution.
 - Installation of technologies to reduce power/or heat usage.
- c) Properties *support for schemes that:*
- Facilities and building management systems that reduce consumption and waste.
- d) Behavioural changes *support for schemes that:*
- Deliver campaigns to inspire people, businesses and communities to reduce energy consumption and provide energy advice that helps people make changes.
 - Provide and share information with residents / communities on how to live more sustainably and where local groups are so they can get further support in their communities.
 - Reduce levels of contamination in the recycling waste streams through clearer information and guidance.
 - Increase the types of waste that are recycled, through joint local schemes for example.

Application process

This is an open competitive fund and each application will be assessed against the set eligibility and criteria. At the time the application is submitted, to enable the council to assess applications fully, all sections must be completed with all the information you wish considered together with all the documents requested.

Applications will be considered on a rolling basis within a reasonable timeframe as we are mindful that the life span of an effective project is 6-8 weeks.

If your project meets criteria and eligibility requirements, the council will obtain approval for a pledge.

Before a pledge payment can be approved and released to the applicant, all checks will need to be completed in respect of relevant permissions, policies, documents (constitution) and insurances. The grant agreement is also required to be signed.

The council's decision with regards to making a pledge is discretionary and no appeals process is available.

Pledge/Award Terms

1. Applicants must enter into a grant agreement with Winchester City Council.
2. Businesses must confirm any aid received during the previous three fiscal years and determine how much of this was De Minimis Aid. A business in receipt of a grant must keep records of *De Minimis* Aid for three years.
3. Before a pledge/award can be released the full project fundraising target must be reached and the grant agreement is signed by the organisation.
4. If the fund is over-subscribed the council reserves the right to offer a grant at a value lower than the application request.
5. Organisations must not change the use of the grant award for which it has been approved unless otherwise agreed in writing by the council.
6. Organisations/businesses will be required to submit an end of grant report form.
7. The council has a statutory duty to promote equality through all its services. By grant funding voluntary organisations, it is expected that these groups will also promote equality of opportunity for all sections of the community through the services they provide. Organisations will be expected to:
 - Demonstrate that they have an open access / equal opportunities approach towards membership, use of their facilities and activities.
 - Take reasonable steps to ensure their activities can be made available for as broad a range of people as possible and that positive measures are put in place to remove any barriers to access.

Advice and support on matters of equality is available from Community First in the Winchester district <http://www.cfheh.org.uk/services/winchester/>