Example questions from online application form – Go Greener Faster Grants

Section 1 - Eligibility

Are you applying for a capital grant to fund infrastructure or a revenue grant?

1. Are you a not-for-profit organisation?
2. What type of organisation are you?
3. Does your organisation have a constitution or statement of aims and how you make decisions?
4. Does your organisation provide facilities for community/public use?
5. Do you have the necessary permissions (planning or building regulations) in place to proceed with your building project?
6. Are you able to provide copies of estimates or evidence of expenditure?
7. Do you have the relevant policies and insurance in place?
8. Do you have a bank account for the organisation with 2 signatories?

Section 2 - Contact Details

PRIMARY APPLICANT DETAILS

Title
Name
Surname
Organisation
Tel
Email (Work)
Address

GMS ORGANISATION

Type

Name
Phone (Work)
Email (Work)
Address

Section 3 - Project Details

1. Which Carbon Neutrality Action Pathway(s) will your project contribute towards? Please select at least one option from the list below.

1. Reduce energy consumption	
2. Reduce transport carbon emissions	
3. Increase renewable energy generation / purchase	
4. Carbon sequestration through nature-based solutions	
5. Support creation of local carbon credits	

2. Please outline the project/scheme for which funding is sought.

Please outline the project that you are applying for funding for, and give details on how you expect it to contribute towards the Council's Winchester District Carbon Neutrality Action Plan

3. Please describe the expected outcomes/impact for your project.

Where possible, please quantify your expected outcomes such as energy savings, reduction in emissions or increases in recycling.

4. How will you monitor and evidence that these outcomes have been achieved.

5. What is the proposed start and completion date for your project?

Please keep in mind that we cannot provide retrospective funding of activities/projects. Your project will need to be complete and final reports/clams made by 28 February 2025.Request outline of project delivery plan to include key milestones.

6. Project milestones
 Please list the key project milestones along with expected delivery dates.

7. Community engagement
Please explain how you will engage the local community in your project, and how many people it will engage with / positively affect. Please tell us about any steps you plan to take to make sure that people with protected characteristics can engage with your activity/project.

8. Partnership working
Please give details about any other organisations or groups you will work in partnership with to deliver this project.

You only need to answer Questions 9 to 12 if you are applying for a capital grant to fund infrastructure.

9. **Are the premises owned or leased?**
   If leased please confirm the date that the tenancy expires, long with confirmation that you have landlord permission for the project?

10. **Is your facility a listed building?**

11. **Is planning permission required for this project?** If planning permission is required, has it been granted?

12. **Have all other necessary licenses and permissions been obtained?**

Yes/No

Section 4 - Finance/Budget

1.a) Project cost breakdown

Please provide a breakdown for the full cost of your project. You can use the '+' symbol to add more lines as required. For each item, please indicate where you intend to obtain the item from and enclose estimates/quotes. We do need to see evidence for the costs you are outlining so please do not just submit a list of costs - you could submit a previous invoice, website links or quotations as evidence. Applicants should obtain three quotes for items of expenditure above £2,500.

Item	Cost	Estimate included?
Total project cost		
Is your Organisation VAT registered?		

1.b) Please confirm the total value of your project and the value of the grant requested in the table below:

    Total project cost:

    Grant requested from City Council (this must be no more than 75% of your total project cost):

2a. Other funding – please detail the other sources of funding for the project, include in here where your match funding is coming from

Confirmed grants
Grants awaiting decision
Fundraising and other income
Any remaining shortfall

2b. If a shortfall is indicated, please explain how this will be met

3.a) What level of unrestricted reserves do you hold?

3.b) How adequate do you consider the reserves to be?

3.c) Please indicate how much (if any) of these reserves are ring fenced, or designated for other projects.

4. What would happen if we partially awarded the grant or if you were unsuccessful?

Please upload the following: constitution / statement of aims, recent accounts, cash flow forecast for 2023/24, recent bank statement

Please tick to confirm policies are in place

Please indicate whether your organisation specifically targets people with one or more of the protected characteristics listed

Which ward will your project take place in (select from drop down)

Declaration, signatures, data protection and completion statements