



Northampton Town Council's

**Climate Change Grant Scheme
Policy and Guidance Document**

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1. Introduction

1.1 Northampton Town Council is pleased to offer Climate Change Grants through its Climate Change Forum a sub-group of the Environmental Services Committee. The Climate Change Forum wants to encourage, promote and support community groups and schools with their initiatives that tackle climate change.

1.2 The Climate Change Grant scheme is part of the Town Council's commitment to reduce emissions locally and mitigate the widespread challenges and threats posed by Climate Change to Northampton Town's residents. We believe your green ideas small or large can have a big impact.

1.3 Please Note: The Grant schemes are only open to Northampton Town Council residents, this does not include those who reside in areas of the Town whom reside within other Parish Councils such as:

- | | | |
|--------------------------|--------------------|----------------------|
| - Billing | - Great Houghton | - West Hunsbury |
| - Duston | - Hardingstone | - Wootton, Wootton |
| - Collingtree | - Hunsbury Meadows | Fields and Simpson |
| - East Hunsbury | - Kingsthorpe | Manor Parish Council |
| - Far Cotton and Delapre | - Upton | |

NB. If you are unsure on which parish you fall within, a map showing the new boundaries of the parish councils in Northampton [to view please click here](#).

2. Eligibility

2.1 Once an application has been submitted, any decision to award a Climate Change Grant will be decided by the Environmental Services Committee after the Climate Change Forum has submitted its recommendation. The policy below is designed to act as guidance for both applicants and Councillors who may wish to support an application.

2.2 There are two levels of funding available up-to a maximum of £5,000 for practical green ideas that have potential to make a meaningful and lasting difference to the carbon footprint of local communities and/or enhance biodiversity in these areas:

- a. **Climate Emissions:** Reduce carbon emissions, other climate warming gases and reduce households' carbon footprint
- b. **Sustainable Energy:** Reduce the consumption of energy through the installation or creation of low carbon or renewable forms of energy
- c. **Sustainable Transport:** Reduce the amount of miles travelled by personal cars for example by increasing cycling, walking and use of public transport
- d. **Biodiversity & Ecosystems:** Increase, restore or enhance local biodiversity and wildlife
- e. **Climate Change Mitigation:** Reduce urban heat levels, water consumption and threats from flooding or increase local sustainable production of food or goods.
- f. **Waste:** Reduce food and other waste or increase re-use and recycling

2.3 Other key considerations for the Forum in deciding on which applications to support include:

- g. Will the project increase awareness & education on climate change, and support behaviour change towards cleaner, greener ways of living?
- h. Is the project aimed at encouraging the local community to use renewable sources of energy, to reduce their energy use in homes, businesses, modes of travel and elsewhere?
- i. Does the project promote a wider community involvement and active engagement in environmentally aware behaviour change?
- j. Does the project have other spin-off benefits such as air pollution reductions, improved personal physical health and/or psychological well-being?
- k. Is there potential for longer term, environmental benefits from the project?
- l. We will not accept applications from individuals, or commercial organisations which aim to generate a profit
- m. Organisations may only apply once per calendar year for this grant
- n. Due to budget limitations a smaller amount than that applied for may be offered as a grant
- o. Grants will not be awarded to cover costs that have already been incurred.

2.4 The Scheme is a new venture for the Town Council, and we want to keep it flexible to encourage potential applicants. However, as a prompt for local groups and organisations to use their imagination, below are some projects that other Councils have awarded grants for:

- Schools or other organisations working towards the development of cycling and walking activities.

- Organising carbon footprint training for community groups.
- School and community groups developing food waste composting projects.
- Organising active travel events to encourage more low emissions travel, such as E-bike events.
- Street residents' associations implementing a community planting or waste reduction project.
- Solar PV systems installed at community facilities.
- Local community food sustainable growing and distribution schemes.
- A Community Centre replacing existing lighting with LED.
- Tree, hedgerow or perennial wildflower planting, insect pollination planting, especially in areas that are now notably deficient in these green features.

3. What Levels of Funding Are Available?

- 3.1** Up to £1,000 - for small projects that are 'ready to go' and which fit the criterion of being most a 'practical green idea with likely benefits to the community'
- 3.2** Up to £5,000 - for more ambitious projects, for some of which we may require applicants to contribute some funding themselves – e.g. to enable support for larger over £5,000 projects, or for less costly projects but which will lead to the applicant's group or organisation acquiring a longer term asset, such as a structural change to a property, or some other acquisition

4. How to Apply

- 4.1** Please complete the application form – [Climate Change Grant Application Form](#)
- 4.2** Applications are accepted on a rolling basis, until the annual budget has all been allocated (that is, there is no date deadline by which to submit).
- 4.3** All applicants, in addition to taking into account the guidelines above on types of project that we wish to support, should provide whatever information they can on the form itself. However, we do want to encourage applications for these grants, so if any sections of the form require discussion or advice before submitting an application, please do contact the Council.

5. Conditions of Grants

- 5.1** Recipients shall complete an evaluation as required.
- 5.2** The Council reserves the right to reclaim funds not spent in accordance with the approved grant application, left unspent after one year of receipt or in full/partially for breach of conditions.

- 5.3** Northampton Town Council expects organisations to co-operate in gaining press and other publicity for events/facilities funded by the grant.
- 5.4** Recipients of more than £1,000 must use the Town Council's logo and the wording 'supported by Northampton Town Council' on all correspondence and publicity relating to the project supported by the grant.
- 5.5** Recipients must advise the Council prior to disposing of any resources or equipment funded/part-funded/supplied by the Council as part of a grant application within two years.
- 5.6** The Council may apply any additional conditions it deems necessary as part of the grant award.
- 5.7** The Grants sub-committee reserves the right to monitor the application and use of any grant awarded and may withhold, withdraw or recover the grant if the purpose for which the grant is awarded ceases, or its aims and objectives vary to the extent that the application would not have been eligible for consideration at the time of the application. Any misuse of grant aid funds will result in appropriate legal action.
- 5.8** Where an organisation receives a grant it shall be on the condition that Members of the Grants sub-committee may visit its premises, the site of the project and/or event.
- 5.9** Any grant awarded will be expected to be taken up within six months of the date of the award being made unless a written application for an extension is made to the Grants sub-committee by the first day of the month in which the six-month period expires, and the extension is allowed. In this event, a date will be specified by which the expenditure must be made. If any grant aid is not expended by the specified date(s) the grant will be recovered.
- 5.10** Where an application will be used as matched funding to lever in additional funding from other sources, the Council's grant will not be released until confirmation is received that all funding to enable the project to proceed has been achieved.

6. Conditions of Grants

- 6.1** Successful applicants will be required to enter into an agreement to the grant conditions contained within this Policy prior to the grant being released.
- 6.2** Payments shall be made to the organisation within four weeks of receipt of the agreement.
- 6.3** Payments shall only be made to an organisation. The Council will not issue grants to an individual.