

Greener Chelmsford Grant: Guidance Notes

Fund background and purpose

1. The Greener Chelmsford Grant has been designed to address the Climate and Ecological Emergency priorities of Chelmsford City Council and forms part of the wider Chelmsford Community Funding Scheme.
2. £100,000 has been made available via the Community Infrastructure Levy for the Greener Chelmsford Grants. This means that grant monies can only be awarded where projects address the wider climate change impacts resulting from development in Chelmsford.
3. Any project must comply with the Community Infrastructure Levy Regulations and must be for:
 - The provision, improvement, replacement, operation or maintenance of infrastructure or
 - Anything else that is concerned with addressing the demands that development places on an area
4. Provided the project meets the above criteria it can be anywhere within the City Council's administrative area.
5. The Grant will be made available for capital projects that deliver a project linked to one of the themes below.
6. Applications for revenue projects (including staffing, surveys and studies) will not be eligible.
7. Whilst match funding is not a requirement, for projects requesting more than £10,000 we would encourage applicants to seek part funding/in kind contributions for the project to increase its impact.
8. This guidance note should be read alongside the Guidance Notes for the wider Community Funding Scheme, which also apply.

Fund themes

9. The fund has 4 themes which are linked to the City Council's Climate and Ecological Emergency Action Plan agreed on 28th January 2020. Any eligible project must be aligned to at least one of these 4 themes.

10. Applications that demonstrate a wider and longer-term strategic climate and ecological impact will be more likely to be successful.

Theme 1: Protecting and enhancing wildlife and green infrastructure

Implementing measures to improve the 'green infrastructure' of Chelmsford, protecting and expanding natural habitats and increasing biodiversity

Improving the environmental quality, attractiveness and recreational potential of public spaces, rivers and waterways and associated green corridors in the City Centre and surrounding areas

Undertaking a greening programme to significantly increase the amount of woodland and the proportion of tree cover in Chelmsford

Theme 2: Lowering energy consumption

Implementing measures to lower energy consumption, ensure the most efficient use of water resources, reduce pollution and improve air quality

Theme 3: Reducing waste

Implementing measures to reduce the amount of waste generated and ensure that as much as possible of any waste that is generated is reused, recycled or composted

Theme 4: Lowering carbon emissions

Examples of projects

- Planting of a landmark tree in a small open space
- Planting of a small tree population
- Community orchard project
- Community tree nursery project
- Community allotment project
- Creation or enhancement of a community nature area
- River corridor enhancement
- Draught proofing, insulation of walls, ceilings, roofs, floors and pipes and the replacement of doors or windows.
- Lighting upgrades, smart heating control units or infrared heating. We will prioritise these where they have been recommended on an energy survey.
- Solar PV and/or battery storage systems for solar PV where you can show that feasible energy conservation and efficiency measures have already been undertaken or you have a plan to undertake these, (eg funded by savings from the solar PV scheme). We will prioritise schemes where a significant proportion of electricity generated will be used on-site (either through daytime use of the building or through battery storage).
- Waste reduction projects

Note: Buildings must be open to the whole community, for example village halls. Multi-purpose church halls and Scout and Guide buildings are eligible where clearly advertised as multi-purpose. Applicants should have a freehold or leasehold interest in the building. If there is a lease in place there must be at least 21 years left to run on the lease. School buildings are not eligible for funding through this grant scheme.

Eligibility criteria

11. The applicant organisation must:

- Be constituted or have a set of rules by which it operates.
- Ensure its purpose is of benefit to the people and/or natural environment of Chelmsford.
- Hold appropriate insurance for current and planned activities.
- Have a bank account with a minimum of two signatories. Those signatories must not be married, related or co-habiting.

12. The Council will not fund:

- Retrospectively – for projects that have already been implemented
- Projects that promote religious or political beliefs
- Individuals
- Organisations in the performance of their statutory obligations

13. You must declare that you meet the eligibility criteria as part of the application process.

14. Applications from commercial businesses are not eligible.

Application process

15. The application process is via an online form which is available on the City Council's Community Funding page and via the Love Your Chelmsford website.

16. An officer will consider each Expression of Interest for eligibility prior to it being put forward for further consideration.

17. Applications will be considered throughout the year for grants of up to £10,000. Any applications above £10,000 will be considered by the Council's Community Funding Panel which meets twice a year. The Community Funding Panel will recommend which projects it wishes to support to the City Council's Cabinet.

18. The Expression of Interest Form for grants of £10,000 or less should provide sufficient information for a decision to be made. For awards of £10,000 or more you may be required to submit further information to support your application.

19. All applicants will be notified in writing of the decision on their Grant application.

20. For successful applications, irrespective of the Grant award amount, a Funding Agreement between the City Council and the organisation benefitting from the Grant will be put in place.

21. The anticipated timetable for 2021/2022 is below:

Submission deadline of 30 September 2021 for first round of grants.

Eligible applications under £10,000 will be considered throughout the year, depending on funding availability

Any eligible application over £10,000 will be considered by the Community Funding Panel in January 2021

Successful applications recommended for approval by Cabinet at the meeting on 15 March 2022.