

**HARINGEY COMMUNITY CARBON FUND**

**APPLICATION FORM**

**Round 4 for 2025/26**

***BIDS FOR MICROGRANTS ONLY (maximum of £1,000)***

Thank you for considering a community project to deliver carbon reduction in Haringey. Community-based projects are a key part of the borough’s Net Zero Carbon ambition. They show local leadership, projects will promote and increase awareness, and also help the borough reduce its carbon footprint.

To secure funding, all applications for funding need to demonstrate a clear benefit to the local community and deliver carbon reduction. Please review the Community Carbon Fund Brochure on the [Haringey Council website](https://new.haringey.gov.uk/environment/reducing-carbon-emissions/haringey-community-carbon-fund) before completing your application. The Brochure sets out information on how to apply and what kind of projects can qualify. Guidance on how to estimate your carbon/energy savings is included in the Frequently Asked Questions on the website.

Please complete this application form in full. Any questions marked with an asterisk (\*) should be answered. Please keep all descriptions as brief as possible. List all supporting information you are including with your application and proposal**.**

**You must apply by** **Sunday 5th January 2025** (23:59)

Please note that decisions to grant funding (if any) are subject to a formal approval process.
You must not rely on London Borough of Haringey Community Carbon Fund support until we have notified you in writing that your application has been successful. Your authorised signatories must then sign and return the funding agreement to us. After that, you will be provided with funding. Please see the Brochure for further information.

Haringey Council is committed to ensuring that individuals or groups of individuals which share protected characteristics (defined under the Equality Act 2010) can benefit from the Community Carbon Fund grants. At all times, the council aims to take an inclusive approach, and ensure that any individual or group that wants to, is able to fully participate in applying and benefit from the grants. The council welcomes bids from groups that explicitly aim to advance equality of opportunity, and foster good relations, between people that share a protected characteristic and those that do not that. We ask that all bids demonstrate this wider inclusivity within their proposals.

If you would like to discuss your proposal before sending it to us, please contact us via email (CarbonManagementTeam@haringey.gov.uk).

# Supporting Documents

Your application will not be considered if you do not submit the essential documents to help demonstrate you meet the grant’s eligibility criteria.

Other documents may be required depending on the type of project or how your organisation or business is set up. Please consider if these are relevant and submit as necessary. If not provided, these will be requested in January 2025.

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| **ESSENTIAL** | **Attached** | **Not applicable** |
| Copy of the most recent Bank Statement to which the grant should be issued *Please redact any sensitive details.* |[ ] [ ]
| **Other supporting documents** | **Attached** | **Not applicable** |
| Example of reinvestment of profit within local community (businesses only) |[ ] [ ]
| Evidence of building ownership and length of lease (if applicable) |[ ] [ ]
| Permission of landlord to deliver project (e.g., signed letter, email) |[ ] [ ]
| Maps, designs or photographs to help illustrate your project |[ ] [ ]

Please clearly label and list the supporting information (drawings, photographs, etc.) you are including with your application. Attach a separate document if necessary. Email attachments should not exceed file size of 20 MB.

# Overview of bid application

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| **Overview of bid application** |
| 1. Project name\* |  |
| 2. Project location, including postcode *(must be in Haringey)*\* |  |
| 3. Project ward  |  |
| 4. How much funding are you applying for? *(cap at £1,000)*\* |  £ |

# Contact details and experience

| **Contact details** |
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| 5. Name of organisation *(if applicable)* |  |
| 6. Name of lead applicant\* |  |
| 7. Secondary contact person for application |  |
| 8. Position in organisation *(if applicable)* |  |
| 9. Organisation’s registered address *(if applicable)* |  |
| 10. Telephone of lead applicant\* |  |
| 11. Email address of lead applicant\* |  |
| 12. Do you intend to work in partnership or collaboration with any community groups or organisations for this project? If yes, please name the organisation(s) and what they will contribute. |
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| **Your Organisation** |
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| 13. What is the main purpose of your organisation/group? (Max. 50 words) |
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| 14. To which category do you belong? \* | Applying as an individual [ ] Registered Charity [ ] Community and Voluntary Group [ ] Co-operative [ ] Faith and Religious Group [ ] Social Enterprise [ ] Community Interest Company [ ] Local business [ ] Other:   |
| 15. Charity, society, registered company, VAT registration number *(Please add all that are applicable).* |  |
| 16. If you are a business, please provide evidence of how your profit has been reinvested in the community over a period of 1 year. |  |
| 17. Do you have an active community group bank account? | Yes [ ]  No [ ]  Not applicable [ ]  |
| 18. Does your organisation currently receive any Haringey Council funding? \*If yes, please provide details. | Amount of funding:When:Issued by: |
| 19. Have you worked, or are you currently working, with any Haringey Council service areas? If more than one, please list all.\* | Service/department(s):Contact name(s): |

# Your project

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| **Project overview and objectives** |
| 20.Please write a short description of the project. (Max. 50 words)\* |
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| 21. Main project aims and objectives\* | 1.2.3. |

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| **Energy/Carbon savings of the project** |
| 22. What outputs, including carbon savings, do you expect the final project to achieve?\* (Max. 100 words)*This can include energy generation/storage capacity (in kWp/kWh); estimated heat/energy to be generated per annum (kWh); greenhouse gas emission savings per year (in tonne of CO2 saved); number of community members engaged and how; any (in)direct job creation; etc. Please include units where applicable and reference sources.* |
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| 23. Once you are delivering your project, how will you monitor or validate your reduction in emissions or predicted renewable energy generation?\* |
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| Monitoring method | Data source | How often will you collect this data? |
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*Example evidence: meter readings, energy bills, vehicle mileage, energy generation readings, quantity of goods repaired/upcycled.* |

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| **Engagement Plan** |
| 24. How will you promote the project and engage the wider community on climate change?\**This could include social media campaigns, use of types of media or materials, events, workshops, etc.* |
| Engagement method |  |
| Indicative timeframes of engagement |  |
| Target groups / individuals |  |
| Topic(s) of engagement |  |
| 25. Once you are delivering your project, how will you monitor or capture the impacts of your community engagement and expected behaviour change?\**This could include photographs of events, screenshots of media campaigns, surveys to capture how people have changed their behaviour.* |
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| 26. How will the project reduce inequalities, and support community cohesion? (Max. 100 words)\**You might want to discuss how it promotes good relations between people who share a protected characteristic and those who do not, or how it advances equality of opportunity between people who share a protected characteristic and those who do not. How will you work to ensure your project is accessible and inclusive?* |
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# Delivery of your project

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| **Delivery Plan and Deliverability**  |
| 27. What is the start date?\* *Planned start should be prior to summer 2025\**\* |  | What is the estimated end date?*\***Planned end should be a year after start.* |  |
| 28. Outline the project plan including the timescales and key milestones.\* |
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|  | Timeframe | Objective aim | Key stakeholders |
| Milestone 1 |  |  |  |
| Milestone 2 |  |  |  |
| Etc. |  |  |  |

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| 29. How will your organisation ensure that this project can be resourced from start to finish? (Max. 100 words)\**Please ensure you have the day-to-day resources available to manage this project.* |
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| 30. What extra skills, advice or expertise are required to deliver the project? (Max. 100 words) *Please set out in the Project Costs section how this grant might assist to get this external support. Consider gaps in the community group’s capacity to develop the project proposal including engaging key stakeholders*. |
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| **Permissions to proceed (for projects relating to works to buildings)** |
| 31. Who owns the building in which your project will take place? |  |
| 32. How long will you remain being leaseholders/tenants if your proposed measures are permanent? |  |
| 33. Do you have permission in principle from the landlord to undertake this project? | Yes [ ]  No [ ]  Not applicable [ ]  |

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| **Project Costs and Best Value for Money** |
| 34. Please provide a detailed breakdown of what the Community Carbon Fund will pay for below.\**This may include for example: equipment costs, staff reimbursement/travel directly related to the project, and/or installation costs. Please ensure that you show how you have calculated the costs for each item, e.g. equipment costs £20 x 5 = £100. (add/remove lines as appropriate)NB: Funding cannot be given retrospectively for any items omitted.* |
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| **Haringey Community Carbon Fund** |
| **Item** | **Amount** |
|  | £ |
|  | £ |
|  | £ |
| **TOTAL amount requested from the Community Carbon Fund****Up to £1,000 is available for projects.** | **£** |

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| 35. Please set out if you are receiving any match funding for this project (this is not required to receive the grant).  |
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| 36. How have you considered value for money in your project?\* *(E.g., have you received quotes for work)*  |
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# Other matters

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| **Post-project evaluation and advertisement of your project** |
| 58. Please confirm that upon completion of the project that you will deliver a report (including photos) on the project that will be shared with the wider community. This report will share learnings on project delivery, and the benefits that have been secured by the project for Haringey. Support in delivering this report will be offered by the Council and the final report will be published for others to follow.  |
| Yes, I agree [ ]  |