

Thrive Renewables Community Benefit Fund Open until 30 March 2018

Guidance for applicants

Overview

The Thrive Renewables Community Benefit Fund makes grant awards for energy improvements to community buildings. It is funded by Thrive Renewables and administered by the Centre for Sustainable Energy (CSE).

The fund is open until 30 March 2018.

Funds will be awarded for improvements resulting in carbon savings or fuel bill reductions and could include changes like, insulation, draught-proofing, improved heating or lighting controls, LED lighting and other energy saving improvements.

CSE will provide written guidance to help you to identify potential improvements, and to calculate carbon and cost savings for different options. Guidance will also help you to identify zero cost measures such as adjusting building control systems and monitoring base load consumption.

These notes outline the eligibility criteria and the application process. Please ensure you have read them thoroughly before submitting your application.

Eligibility

To qualify for a grant, you need to demonstrate that:

- 1) You are a legitimate, not-for-profit community or voluntary group or organisation with a bank account.
- 2) The building in your application is regularly used by a **wide cross-section of the community** for a range of activities. Publicly owned buildings will not be eligible.
- 3) Your community building is geographically close to and falls in an eligible postcode area. Your group identifies with a Thrive site. This list of postcodes shows the eligible areas on the next page.
- 4) You have undertaken a full energy survey of the building using the format, checklist and guidance prepared by CSE and available to download at www.cse.org.uk/trcbf and the requested energy efficiency improvements are appropriate in this context.
- 5) You have the necessary permissions from the building owner and/or management committee to make low carbon improvements to the building.

- 6) Neither Thrive Renewables nor CSE accept liability for any improvements carried out or measures installed, whether costed or zero cost, and any work should be carried out by a party who can demonstrate appropriate competence. The appropriate measures will vary between buildings so you must ensure that improvements are installed professionally, that all appropriate guarantees are sought, and where appropriate, that insurance is in place to cover changes made to the building and delivery of any services paid for by the Fund.
- 7) You are willing for Thrive Renewables and/or CSE to use your project as a case study for publicity purposes – which may include photographs of the building and people using the building and quotes.

Eligible postcodes

Site name and location	Eligible postcode areas
Sigurd, Orkney KW17 2NL	KW17
Auchtygills and Clayfords, Aberdeenshire AB43 6RQ	AB42 4, AB43 7, AB43 6, AB43 8
Beochlich, Argyll and Bute PA33 1BW	PA31 8*, PA33 1, PA32 8 - <i>please check with us before applying</i> , PA31 8: <i>in vicinity of Ford only</i>
Dunfermline, Fife KY11 8UD	KY11 8, KY11 3, KY11 4
Haverigg II, Cumbria LA18 4NB	LA18 4, LA18 5
Caton Moor, Lancashire LA2 9HF	LA2 9, LA2 0
Wern Ddu, Denbighshire LL21 9SD	LL21 9, LL15 1
Avonmouth, Bristol BS11 0YS	BS11 0, BS11 9, BS11 8
Fenpower/Ransommoor PE15 0TY, March PE15 0UW & Boardinghouse, Cambs PE15 0YN	PE16 6, PE15 0, PE7 2, PE15 9, PE15 8
Eye, Suffolk IP23 8BW	IP23 8, IP23 7, IP21 4
Ness Point, Suffolk NR32 1UZ	NR32 1, NR32 2, NR32 3, NR32 4
Kessingland, Suffolk, NR33 7SL	NR33 7, NR33 8: <i>check with us before applying</i> , NR33 8: <i>only locations South of the A416 / A1145.</i>
Gevens, Fife KY2 5XG	KY2 5, KY5 9, KY4 8
Brotherton, Aberdeenshire DD10 0HZ	DD10 0, AB30 1
Drumduff, West Lothian FK1 2JU	FK1 2, EH48 3
Brockholes, Galashiels TD11 3RL	TD11 3, TD14 5
Mean Moor, Cumbria LA12 7SA	LA12 7, LA12 0
Sheriffhales, Shropshire TF11 8RN	TF11 8, TF2 7, TF10 9

Grant applications

The maximum grant is £4,000 per building per funding round. Actual amounts awarded will depend on the improvements approved and quotes obtained. Repeat applications for the same building will be considered, but only to an aggregate of the maximum £4,000 per funding round. This is to allow you to submit an application for simple and quick improvements before moving on to apply for more complex measures. Work from a previous grant must be completed by the time a new application is made.

Multiple applications from different buildings within the same community will also be considered.

Grants will be awarded on a first come first served basis, until the fund is depleted. The application process is explained in more detail below.

Eligible measures

The fund will cover the installation of low carbon improvements to community buildings including, but not limited to:

- Lighting upgrades
- Heating system upgrades (in particular improved heating controls)
- Insulation
- Draught proofing
- Low energy appliances
- Double glazing
- Minor repairs (for example to door and window frames)
- Renewable energy technologies

The fund can also pay for professional advice and training (for example on the use of heating and lighting controls) in order to improve energy efficiency of the building in the long term by embedding knowledge with building users.

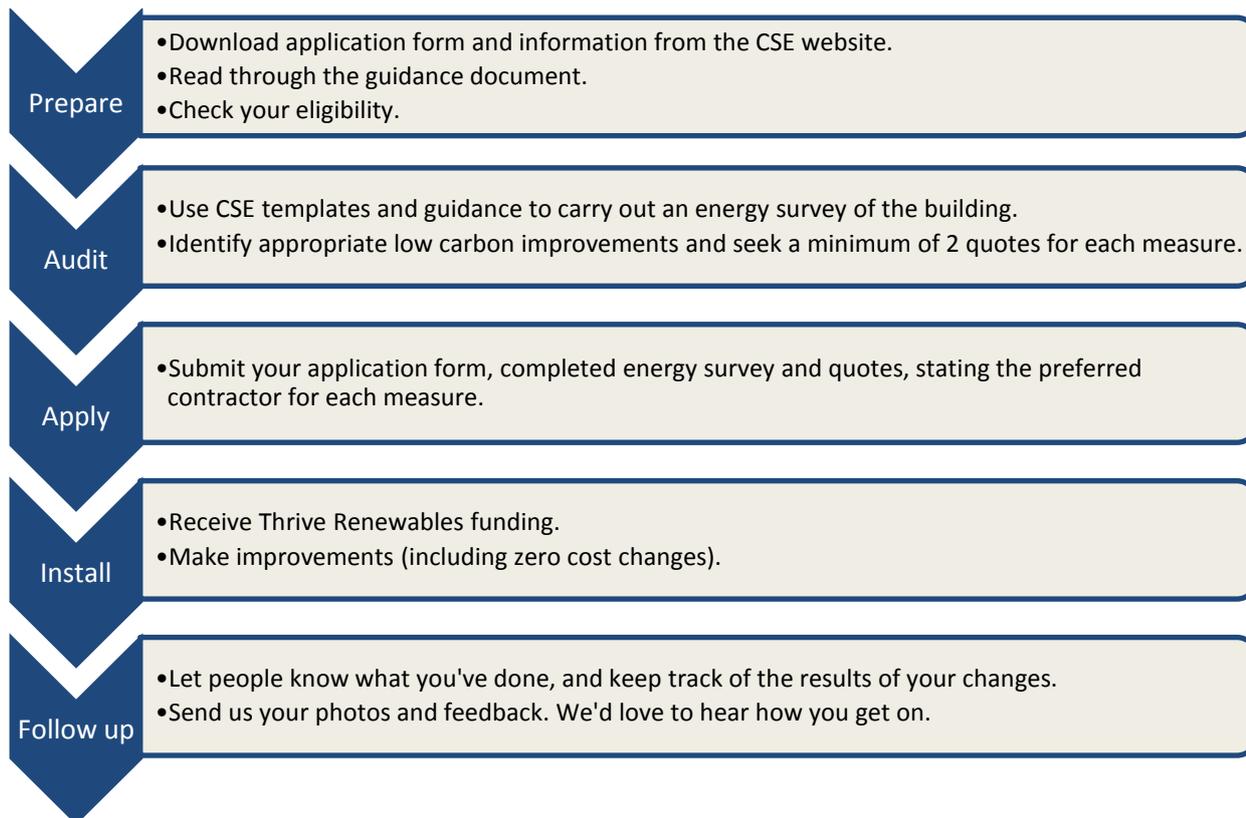
The fund can be used in conjunction with other funding to pay for improvements. However, all improvements paid for by the fund must be carried out within 6 months of receiving the grant. **If the fund does not fully cover costs of improvements, the remaining funding must already be in place.**

Applications to fund renewable energy technologies will be considered where this can be shown to be the most cost effective way of achieving low carbon or fuel cost impact, and that the technology is suitable for the building.

What else is available

Additional information and case studies are available to help with choosing and installing improvements to your community building. There is guidance on how to find an installer, low and zero cost energy saving improvements, a template for turning your audit into a report and examples from buildings that have already put in low carbon improvements. These can be downloaded from: www.cse.org.uk/trcbf but please ask if you want information on anything specific that is unavailable here.

Application process



Enquiries

For telephone enquiries, including questions about postcode eligibility, please call **0117 934 1400** and refer to the Thrive Renewables Community Benefit Fund.

Sending in your application

Send the completed application form, together with supporting documentation, to CSE by email or by post

- Communities@cse.org.uk
- Thrive Renewables Community Benefit Fund, CSE, **St James Court, St James Parade, Bristol BS1 3LH**
- **DEADLINE Friday 30 March 2018**

Decision process

Your application will be checked for:

- Group eligibility (proximity to a Thrive Renewables site, type of group, constitution)
- Use of facility (extent of building usage and number of beneficiaries)
- Suitability of proposed measures (based on energy survey undertaken and submitted)
- Costs (quotes or evidence of cost, your preferred quote for each measure is indicated, the costs of proposed improvements are reasonable, and the aggregate total requested is not more than £4,000).

Applications will initially be accepted from the fund launch date on **11 December 2017** until **30 March 2018**, or until the grant pot has been awarded, whichever is sooner. Applications will be assessed on a rolling basis. You will therefore be informed about the decision within a month of submitting your application. Grants will be paid via BACS. A confirmation email will be sent upon payment.

Should there be a high number of applications in relation to funding available then grants will be awarded against measures which CSE and Thrive Renewables consider will achieve the greatest impact. In these circumstances, eligible applications or part applications may be carried forward into subsequent funding periods.

Future contact and data protection

CSE will store your information and will share your details with Thrive Renewables plc but with no other organisations. Thrive Renewables may contact you directly to arrange a visit to check that the grant was spent appropriately.

CSE and Thrive Renewables may also contact you directly for the purposes of publicity, photographs and writing up case studies to promote the fund. We would love to know how you get on and see pictures of the improvements you made. Your feedback can help us to inspire and help other community organisations to make changes to their community buildings in future.