



Stratford-on-Avon District Council Community Climate Change Fund Application Guidance

1.0 Introduction

- 1.1 In 2019, the Council recognised the critical need to respond to the climate crisis by declaring a climate emergency. Following this declaration, the Council committed to reduce greenhouse gas emissions and build resilience to the impacts of climate change across the District.
- 1.2 To mobilise local communities in contributing to efforts to increase the sustainability of the District, the council has allocated £100,000 to be awarded as grant funding through the Community Climate Change Fund (CCCF). The purpose of the CCCF is to support the delivery of projects which will see a direct reduction of greenhouse gas emissions or build resilience to the impacts of climate change.
- 1.3 The £100,000 will be delivered across two phases, with £50,000 being available in each phase. The first phase is opening for applications in early 2024.
- 1.4 The application process will involve two stages. The first stage will be to submit an Expression of Interest (EoI), which will evaluate the eligibility of potential projects. Applicants whose project demonstrates compliance with the overall grant criteria at the EoI stage will be invited to submit a full application.
- 1.5 The Council wishes to invite applicants to submit details of potential projects by submitting an Expression of Interest.

2.0 Purpose of the document

- 2.1 This document has been developed to provide clarity on the criteria set by the CCCF, the context of which should inform the responses provided by the applicant through the EoI process.
- 2.2 A self-declaration section has been included for applicants to complete. This sets out the minimum standards required for a project to be considered compliant with the process.

3.0 Objectives of the Community Climate Change Fund

- 3.1 The key objectives of the Community Climate Change Fund process are:

- 3.1.1 To enable the delivery of community led climate change initiatives throughout Stratford-on-Avon District;
- 3.1.2 Value for money;
- 3.1.3 Timely delivery; and
- 3.1.4 Optimisation of outputs and outcomes which align with the SDC Climate Emergency Action Programme¹.

4.0 Application parameters

- 4.1 Applications can only be received from the below groups:
 - 4.1.1 Town or Parish Councils
 - 4.1.2 A formally constituted charity or community group
 - 4.1.3 A partnership comprised of two or more of the above groups. Where this is the case, one party will need to be nominated as the lead applicant.
- 4.2 Projects must fulfil one of the below criteria:
 - 4.2.1 The project will result in a direct reduction of greenhouse gas emissions
 - 4.2.2 The project will provide adaptation to climate change. Projects fulfilling this criterion must not result in an operational increase in greenhouse gas emissions.
 - 4.2.3 The project will enable greenhouse gas emissions to be reduced or climate change adaptation to be delivered, through the production of feasibility studies or similar research.
- 4.3 Grant requests must not exceed £50k.
- 4.4 Match funding is not required to submit a CCCF application. However, applications which can demonstrate an element of match funding will be assigned an additional score at the full application stage. Therefore, if you can provide match funding, it is advised that this is indicated on your EoI form.
- 4.5 To ensure the CCCF embeds an aspect of additionality, applicants must be able to demonstrate that they have explored all other funding options before applying.
- 4.6 Applications must not be made in retrospect. Therefore, projects which have already commenced or have previously been completed will not be considered.
- 4.7 Projects must be delivered within Stratford-on-Avon District.
- 4.8 If the project being proposed will result in the material alteration of a building, evidence will need to be provided that it is either owned by the applicant or explicit written permissions have been granted by the owner to enable the works.

¹ [Climate Emergency Action Programme | Stratford-on-Avon District Council](#)

- 4.9 If the project being proposed will result in the material alteration of a building, evidence will need to be provided that the necessary planning permissions are in place.

5.0 Project Detail

- 5.1 Applicants should indicate which of the below aligns with their project:

Project Type	Examples of Project Type
Project Type 1 – Climate Mitigation	Projects that contribute to climate change mitigation through the reduction in greenhouse gas emissions. For example, through the installation of renewable energy technology, energy efficiency measures, or community initiatives that promote behaviour change.
Project Type 2 – Climate Adaptation	Projects that contribute to climate change adaptation through the provision of measures which build resilience to the impacts of climate change. This could include installation of flood defence infrastructure, outdoor shading to prevent overheating, or building insulation.
Project Type 3 – Research and Feasibility Studies	Projects that will enable significant climate change projects to be delivered in the future. This could be through establishing the cost and feasibility of installing climate change interventions within communities, or building an evidence base which will allow applicants to apply for higher value external grant funding. Projects of this type could have either a mitigation or adaptation focus.

6.0 Completing the EoI Form

- 6.1 The application form can be found on the CCCF webpage.
- 6.2 The form has been developed to demonstrate compliance with the application parameters outlined in this document.
- 6.3 Preliminary details regarding your project should be listed. This includes the identification of Project Type, and a brief explanation as to what impact the project will have and why the project needs to take place.
- 6.4 The form must be completed in full for the application to be considered.

- 6.5 All questions must be answered openly, honestly and as comprehensively as possible. Failure to do so may result in funding not being awarded, being withheld or being reclaimed after payment has been made.

7.0 Support and Guidance

- 7.1 Support and guidance in completing your EoI form is available. If you have any questions, please email climate.emergency@stratford-dc.gov.uk.