

**Application Form**

**1. Contact Details**

<b>Applicant</b>	<b>Group/Organisation</b>
<b>Name:</b>	<b>Name:</b>
<b>Address:</b>	<b>Address:</b>
<b>Post code:</b>	<b>Post code:</b>
<b>Tel:</b>	<b>Tel:</b>
<b>Email:</b>	<b>Email:</b>
<b>Position:</b>	<b>Web:</b>

**2. Organisation Details**

<b>What is the status of your group/organisation? (Tick all that apply)</b>
<input type="checkbox"/> Local Charity    Charity Number: ..... <input type="checkbox"/> Social Enterprise <input type="checkbox"/> Constituted Voluntary and Community Organisation <input type="checkbox"/> School <input type="checkbox"/> Town or Parish Council <input type="checkbox"/> Other, please specify: .....
<b>Please give a brief description of your group/organisation.</b>
<b>In which town or area in Northumberland does will your project or group work/impact?</b>

**3. Project Proposal**

The Climate Fund supports community projects that focus on climate action in line with the Council's Climate Action plan. The Council's Climate Change Action plan has 7 different priority action areas.



**Please explain how you will measure the success of the project**

For example, how will you know that you have made a difference? Provide any quantitative or qualitative measures that you will use (e.g., number of people involved, reach of project/activity in the community, potential carbon saving)

**Please tell us what ongoing and wider benefits you envisage from this project.**

**Please confirm that you have had some communication with your Town or Parish Council about your proposed climate-related activities. Please provide the name and email of the clerk or contact.**

*(We do not assume that all groups will work closely with their TPC. This is also not about asking 'permission.' The reason we ask this is so that TPCs are made aware of the interests and climate action going on in their community. We hope this will encourage communication between groups and councils to create a more cohesive place-based approach to climate action.)*

- Yes
- No

If you have not this might affect the success of your application, please explain why you have not been in contact with your Town and Parish council: ....

Name of Town/Parish Council contact: ....

Email: ....

**4. Please tell us what you want to spend the money on and why it is needed.**

If you can recover the Value Added Tax (VAT) you must only show the net amount.

<b>Items of expenditure, include all costs of the project.</b> <i>(use budget headings like 'stationary' rather than list every single item)</i>	<b>Cost</b>

<b>Total</b>	

Please list all contributions towards your costs, including any cash, grants, donations, and your own resources.

<b>All sources of funding</b>	<b>Current Status (secured or pending)</b>	<b>Amount</b>
<b>Total</b>		

<b>Total Amount that you are requesting from this fund</b>	
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**5. Case Study Requirements**

<p><b>As part of your project outcomes, you must submit a completion report with receipts within 12 months of the funds being awarded. Failure to return the report might exclude you from future funding.</b></p> <p><b>Please confirm that you understand this is a requirement for receiving funding.</b></p> <p><input type="checkbox"/> Yes <input type="checkbox"/> No</p>
<p><b>We will be hosting a Climate Fund showcase event in March 2023 with the successful projects from this fund. Would you be willing to present a case study at the event?</b></p> <p><input type="checkbox"/> Yes <input type="checkbox"/> No</p>
<p><b>We hope to promote the climate activities under-taken by successful applicants. Would you be happy to submit digital photographs, film clips, and other documents via the Councils webpage for this fund, which has an upload function. Such documents will be for the exclusive use of the Council in documenting and promoting community climate activities.</b></p> <p><input type="checkbox"/> Yes <input type="checkbox"/> No</p>

I confirm that to the best of my knowledge and belief that all the information provided is true and correct. I understand that Northumberland County Council reserves the right to recover all or part of any grant award in the event of non-compliance with the terms of the grant.

I confirm that all relevant documentation has been provided and that the group/organisation is adequately covered for all liabilities from the running of the activity/project.

I agree to any communications activities or events as a requirement to receiving the funding award alongside the activities listed in the above section 6.0 Case study requirements.

I accept that Northumberland County Council, its partners, agents or employees are not liable for any costs, losses or damages incurred as a direct result of the activity or project taking place.

**SIGNATURE or E-SIGNATURE:** ..... **NAME** (Please print): .....

**DATE:** .....

## **General Data Protection Regulation 2018 Privacy Statement**

Northumberland County Council is the sole owner of the information collected by us. The information collected will enable us to correctly process your request regarding a Climate Change Fund application. We will not provide your personal information to any other external organisation or individual unless it is lawful to do so, eg the prevention and/or detection of crime; where sharing is covered by a data sharing agreement or Service Level Agreement (SLA); or where you have provided explicit consent to do so. However, we will need to share your information with certain departments of this Council where necessary for the Council's law enforcement functions, eg licensing, planning enforcement, trading standards and food safety, etc. If this is the case we are not required to, and will not, seek your consent to do so. The Council's Privacy Notice can be found on the Council's website and at Customer Information Centres.