

# Camden Climate Fund: Community Climate Action Grant Terms & Conditions

## 1. Funding overview

The purpose of the Community Climate Action Grant is to enable residents to deliver local projects in the borough that can demonstrate carbon saving potential, as well as deliver co-benefits to the local community. These projects will help support the delivery of the [Climate Action Plan](#) and borough-wide carbon reduction, as well as increase awareness of the climate crisis amongst Camden's communities. The fund seeks to empower citizens and take the lead on their own local community projects.

## 2. Eligible applicants

For an application to be considered, there must be either four or more unrelated individuals involved, or a neighbourhood or residents' association. One application is to be submitted on behalf of the group. Voluntary Community Sector groups based in Camden are also eligible to apply for funding.

## 3. Eligible projects

The fund is open to project proposals from local residents and communities that can demonstrate a carbon saving potential. Projects supporting direct and indirect carbon savings will be considered for funding, as long as the carbon reduction impact can be reasonably demonstrated.

Project ideas may include:

- local [tree-planting](#) schemes
- communal [cargo bike](#) for housing estate residents
- creation of a [parklet](#)
- public information about behavioural change to reduce emissions

This is not an exhaustive list and Camden encourage applicants of this grant to be creative with their proposals. Where applicants can demonstrate a strong case for carbon saving potential, additional funding may be awarded. Read Camden's [Climate Action Plan](#) to learn more about forthcoming Council projects and to see how you contribute in making Camden a net-zero carbon Borough.

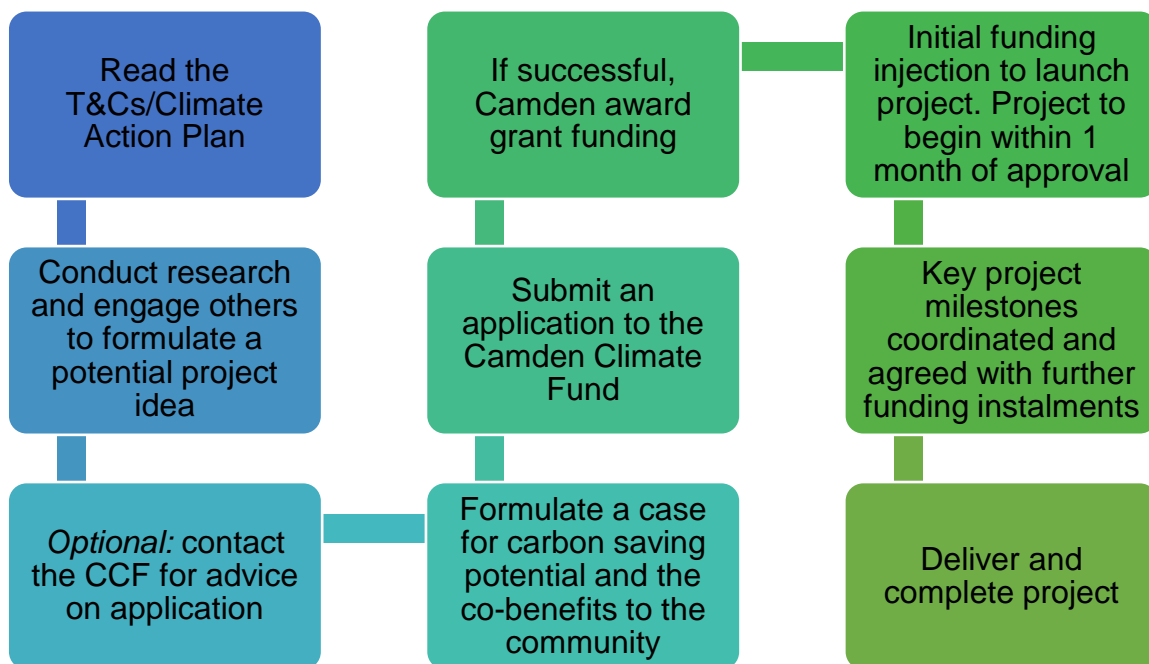
If you would like to discuss a potential project idea prior to submitting an application, please email: [camdenclimatefund@camden.gov.uk](mailto:camdenclimatefund@camden.gov.uk).

For larger community energy projects, please apply for the [Community Energy Grant](#).

Please note, you cannot apply for a Camden Climate Fund grant retrospectively, for works that have already been completed.

#### 4. Application Process

The follow section details how the application process for the Community Climate Action Grant works, and the type of information that you will be required to submit depending on the nature of your project proposal.



The following information must be provided with your application:

- Project proposal detailing:
  - An overview of the project
  - How many individuals are involved in the project, their details, and a designated project lead
  - Where will your project take place
  - What need in your community does the project serve to address
  - Benefits of the project in terms of carbon reduction and community benefit
  - Project plan, including milestones and how you will deliver the project and who will be assigned what roles
  - Technical details if appropriate (subject to type of proposal)
  - Permissions required and whether these have been sought/ provided (subject to type of proposal)

- What engagement has taken place so far to enable the project (e.g. for permissions and local community engagement)
- Total cost, including:
  - How much funding will be required from CCF  
An itemised breakdown of costs/how the funding will be allocated
  - How the remainder of the costs will be met (if above £5,000)
- Any activity that may support development of similar projects locally

The maximum funding available for this grant has been set at **£5,000**. Applicants are not required to match-fund the costs and Camden Council has the right to award full funding of a project above the amount of £5,000 if a strong carbon and community benefit case is presented. Applications above £5,000 are therefore welcomed and will be considered.

The cost of VAT is to be included within the funding awarded and should not take the cost of the project above the £5,000 guide. Where projects of a higher value are considered, VAT must be included and not exceed the total amount of funding awarded.

## 5. Approval

Funding will be allocated on a first come first serve basis for applications that reach the requirements outlined in these terms and conditions. Applications will be assessed in terms of carbon reduction potential, cost, benefit to the local community and feasibility of delivery.

Camden will provisionally work towards a carbon saving cost of £300 per tonne when assessing applications, however it is acknowledged that applications to this fund will be qualitative in nature, and this strict ruling may not apply.

If successful you must sign and return your funding agreement. Works must then commence within 1 month of the approval date unless prior agreement has been made with Camden Council. Beyond this time, the funding may be withdrawn.

You must notify the Council when works start and complete. Officers may visit the project site if applicable or meet with the group to establish and develop the project plans if necessary.

Only two successful applications are permitted per year from the same community organisation, and the total combined cost of funding for two projects must not exceed £25,000.

## **6. Payment details**

Funding will be paid in instalments. An initial funding injection will be made in order to allow the project to commence. Following this, further instalments will be agreed by the lead officer and lead applicant so that the project can progress through to completion. The applicant is required to demonstrate a clear breakdown of costs and project milestones as part of the application which will help inform this process.

Funding instalments will not be released until demonstrable progress has been made. This will help to ensure that all funding money is spent appropriately. Funding will be paid directly to the named lead applicant. Any costs that are not detailed in the costing exercise as part of the application will need to be returned to the Council within 1 month.

It is expected that works will begin within 1 month of approval, with the project to be completed within 3 months from the start date, unless otherwise agreed with the Council. On review of the project a date will be agreed by which the Council is satisfied that the funding-assisted project has been completed.

We have a duty to protect funds from fraudulent activities and therefore any information you have provided may be crosschecked with other authorities to assist in the detection and prevention of fraud.

## **7. Monitoring and reporting**

The lead applicant will be responsible for providing brief and regular project updates throughout the delivery of the project to unlock further funding instalments. Updates will also be required once the project has been completed in order to assess the impact of the project. This exercise is for Camden's own record-keeping and will not impact funding already awarded. The council are particularly interested in following the success of funded projects in their first year following completion. The lead applicant will be contacted and required to fill in short follow-up surveys as part of the post-completion monitoring process.

For any queries regarding the fund, please contact:

[camdenclimatefund@camden.gov.uk](mailto:camdenclimatefund@camden.gov.uk)