



Energy Efficiency Grant Application Questions

Applications should be completed online – this form is for reference only.

1. Contact Details

Name of Organisation	
Address	
Main contact name	
Position in the organisation	
Email address	
Telephone Number	

2. Organisational Status

Registered charity	<input type="checkbox"/>	Charity number:	
Company Limited by guarantee	<input type="checkbox"/>	Company number:	
Charitable Trust	<input type="checkbox"/>	Constituted Voluntary organisation	<input type="checkbox"/>
Other (please explain)			
If you are a charity with an income over £5,000, have you registered with the Charity Commission? YES / NO If not, we may contact you about this.			

3. About Your Project

Name of project:	
How long will your project take to complete?	
Project location:	
Proposed start date of project:	Proposed completion date of project:
Project overview – briefly describe your proposed project	
Describe the need / problem / opportunity the project will be addressing. Who will benefit from the project?	
How will the project improve energy efficiency to support the Borough to tackle the climate emergency agenda? What data, or measurements will be taken to evidence this?	
What permissions and/or licences do you need to achieve your project and what are your plans / timescale to secure these permissions?	
Outcomes – What will be achieved and delivered by completing the project? How will success be measured?	
Will your project spark any behaviour change locally? If so how?	
What other people, groups and/or organisations will be involved in the project? Please also give detail of any local support, and provide copies of letters of support in your application.	

5. Please complete if your project involves children and young people or vulnerable adults

Do you have a Safeguarding Children & Vulnerable Adults Policy? (Please note we may request to see a copy of it)
Where relevant, do staff and volunteers who will be associated with the project have appropriate clearance through the Disclosure and Barring Service (DBS)?
What measures will you put in place to safeguard children and young people and/or vulnerable adults on your project?

6. About the money you are asking for

	£
Total amount your project will cost	
Grant requested from Cheltenham Borough Council	

Does your project have any match funding? Please detail if this funding is secured?

7. How you will spend the money?

Please use this section to detail how you will spend the money. Use one 'cost line' box per item.

Please let us know three things for each 'Cost line' box completed.

1. What do you plan to spend money on?
2. What this will cost?
3. How much of the grant will go towards this cost?

For example:

1. Solar Panels
2. £15,000
3. £5,000