

REAL NW Small Capital Projects Fund – Guidance for Applicants

Aim

REaL NW – the Resource Efficiency and Local Sustainability Support Programme - has created the Small Capital Projects Fund. The Fund is intended to assist local authorities to increase the resource efficiency within their own estates by purchasing equipment to reduce the use of water, materials, and the generation of waste; or to reduce the amount of waste sent for disposal to landfill, as part of a project or initiative to promote resource efficiency within their organisation.

Who can apply?

Projects must take place in the North West region. The lead applicant must be a North West Local Authority, (including Fire and Rescue Services).

- Local Authorities or groups of Local Authorities, LSP partners and North West Fire and Rescue Services, bidding as part of an existing resource efficiency project or as the initial activity for a new resource efficiency project.
- The organisation bidding for funds and therefore the accountable Body **must** be one of the proposal partners and have been fully involved in the proposal.

Grant rate and award value

Awards will be in the region of £5000 per application, although bids in excess of this amount may be considered by the REaL NW Steering Group. Applicants wishing to consider submitting a bid over £5000 are asked in the first instance to e-mail the REaL NW programme Manager. kate@real-nw.org

- Awards are to support discrete, small, short-timescale projects (usually completed within 6 months).
- Funding is only available for work that is truly additional, over and above Activities that are already planned, expected or required.

Qualifying criteria

Essential

- Applications should demonstrate links to relevant national sustainability indicators. or demonstrate links to the CAA Key line of enquiry 3.1, the use of natural resources
- Applications should show a commitment to shared learning – being available for other partners in the North West to contact you to gain advice and insight into your project **and/or**
- Producing a simple “how to” summary of your project, outlining the outcomes and what you learnt (which can be shared on the REaL NW web pages) **and/or**
- Taking part in a REaL NW workshop or event to talk about your project with other partners.
- Efficiency savings – Every project receiving funding should lead to (or have the potential to attract in the future) cashable or non-cashable efficiency savings as defined under NI 179. Where this is not possible other efficiency savings which may be outside of NI 179 may be considered.

Desirable

- Projects that demonstrate improved working between local authorities and partners or between departments within local authorities.
- Projects that contribute to the adoption of an environmental management system in whole or in part, e.g. an internal waste management system or water reduction strategy.

- Projects demonstrating energy efficiency alone will not normally be considered. Projects demonstrating energy efficiency in association with other elements such as water or waste efficiency will be considered.

Current call window

The call for applications is now open.. The deadline for the submission of applications is Friday 26 March 2010 The successful awards will be confirmed on Friday 9 April 2010 (subject to any further clarification and information required).

To avoid disappointment early applications are advised.. The element of the project to which this award is made must be completed by Friday 11 June 2010.

Further clarification

All applicants can email: kate@real-nw.org with any additional queries.

Exclusions

Revenue costs

The REaL NW Small Capital Projects Fund is designed to fund capital costs associated with project implementation, however funding for revenue spend may be available if needed to demonstrate or test innovative approaches which would be replicable and scaleable across the region..

Eligible Costs

Only capital project costs incurred after the date of the award of a grant are eligible. All costs must be reasonable and justified.

Funding is only available for work that is truly additional, over and above activities that are already planned, expected or required.

Ineligible Costs

Project costs incurred before the date of the award / retrospective funding

Interest charges / Loan repayments

Funds to build a reserve or surplus

Ongoing maintenance or operation costs of capital equipment

VAT (see point below)

VAT

VAT cannot be charged on the amount being claimed from REaL NW. Any VAT that the organisation has been charged, on goods and services for the project, is not eligible expenditure and cannot be included in the amount being reclaimed from REaL NW. The lead Local Authority is expected to make its own arrangements re the recovery of VAT.

Procurement

Quotes for purchases are not required before application. However, all work procured must be carried out in accordance with the lead Local Authority's own standing orders and the application must outline the procurement routes that will be followed.

Claims by Lead Authority

Grants will be paid in arrears, on proof of expenditure, by Liverpool City Council (the accountable body for REaL NW). Payment will only be made to the lead Local Authority named on the application form.