

application guide
2019

Who is the fund for?

The Doncaster Environment Fund is open to applications from community organisations, clubs and groups in the Borough of Doncaster.

All applicants must be formally constituted (e.g. club, charity, friends of group, a school) and must not be for profit organisations. No individual can benefit personally from an award.

All applicants must have a bank account open in the name of the organisation.

Only one application can be accepted for a project site in a single funding round. However, an organisation which operates multiple sites can submit an application for more than one project site in a single funding round.

What will be funded?

The Doncaster Environment Fund will support projects that:

- Strengthen the connection between the local community and the natural environment.
- Support recycling and waste reduction initiatives.
- Support projects whose aim is to reduce the negative impact individuals and groups have on the environment.
- Support the creation, enhancement or maintenance of local green spaces and urban areas such as parks, back alleys and local nature reserves.
- Improve local habitats for wildlife.
- Tackle local environmental concerns immediately such as dog fouling, litter or graffiti.
- Improve communal bin stores to encourage recycling.
- Support communication campaigns to support environmental initiatives.
- Support initiatives to re-use items, such as running a repair workshop.
- Require equipment for environmental projects, such as litter pickers or high visibility vests.

What will not be funded?

The following types of project will not be considered.

- The purchase of land or buildings
- The purchase of vehicles
- Activities which are primarily aimed at generating income or reducing operating costs
- Requests for general contributions to an organisations overheads, running costs or salaries

How much funding is available?

Up to £20,000 has been made available for the 2019 round of funding.

The funding is separated into two different bands and each group will be able to specify how much of the funding they wish to apply for.

Groups will be able to apply for funding of up to £2,000 from the Smaller Projects Fund or up to £5,000 from the Larger Projects Fund.

All projects must be complete within 12 months of any funds being awarded.

Where is the funding coming from?

SUEZ recycling and recovery UK has been employed by Doncaster Council to collect recycling material from homes across the borough. As part of the household recycling service, SUEZ also collects textiles and small electrical items to be recycled. Revenue generated from the recycling of these items has been made available for the Doncaster Environment Fund.

The amount may differ year to year because the fund is reliant on the amount of textiles and small electrical items put out for collection by householders and the revenue generated from their sale.

How much funding can I apply for?

The funding available will be separated into different funds. Groups will be able to apply for funding of up to £2,000 from the Smaller Projects Fund or up to £5,000 from the Larger Projects Fund.

Smaller projects fund

Awards of up to £2,000

Larger projects fund

Awards of up to £5,000

Applicants should ensure that it is indicated whether the application is for the Smaller Projects Fund or Larger Projects Fund in Section Three, Part Six.

Funding can also contribute to a larger project. All projects must be complete within 12 months of any funds being awarded.

What is the application process?

A paper application form can be downloaded from www.doncaster.gov.uk/recycling for completion and then emailed to **doncasterfund.uk@suez.com** along with any supporting documentation.

Once received, your application will be reviewed and assessed against the fund criteria. The reviewing body may require further clarification about your project or request a telephone interview.

Applicants will receive an email following the decision making meeting outlining whether or not the application for funding has been successful.

It is anticipated that the fund will be competitive and therefore, unfortunately, not all eligible applications will be successful.

Applicants will be notified of the outcome by email.

What supporting information do I need to submit?

As well as the complete application form, applicants must submit the following supporting information:

- Up to two photographs to illustrate the project / activity
- Your organisation's constitution

Where can I get an application form from?

The application form can be downloaded from www.doncaster.gov.uk/recycling or can be collected from:

- Doncaster Civic Centre, Civic Office, Waterdale, Doncaster, DN1 3BU
- SUEZ Recycling and Recovery UK Ltd, Sandall Stones Road, Kirk Sandall Industrial Estate, Doncaster, DN3 1QR

What is the deadline for applications in 2019?

For the 2019 fund, applications must be received by **5pm on Friday 07 June 2019**.

I have questions about my application – who can I speak to?

You can forward an email to **doncasterfund.uk@suez.com** with any questions. We will either respond to the email or call you back to discuss your question.

How do I know if I am in an eligible area?

The funding is available for fully constituted community organisations, clubs and groups in the Borough of Doncaster.

I can only fill the form in as a hard copy - where is the address to which I can send?

It should be sent to **Doncaster Environment Fund, SUEZ Recycling and Recovery UK Ltd Sandall Stones Road, Kirk Sandall Industrial Estate, Doncaster DN3 1QR.**

What is the email address so that I can send my application electronically?

Electronic submissions should be sent to **doncasterfund.uk@suez.com.**

What are the terms and conditions if my group is awarded the funding?

You will be required to keep us updated on the progress of your project.

The group's progress in using the fund will be monitored and we will ask the group to report back on the successfulness of their project and if it achieved what it aimed to.

Once the award is granted, the group will be issued with a grant acceptance agreement which commits the applying group / organisation to a set of conditions.

The Doncaster Environment Fund is funded and managed by SUEZ Recycling and Recovery UK Ltd.