

# M&S ENERGY



## *Application* Guide

2017 ENERGY FUND

## [ INTRODUCTION ]

The M&S Energy Community Energy Fund is back, this time with £300,000 to support renewable energy projects and technologies across the UK.

Last time around we distributed the money to inspiring organisations, shortlisted from hundreds of entries, that brought the benefits of energy initiatives to their communities.

In the end almost 80,000 votes were cast and the top 25 groups received the funding, including the seven judges' prize winners.

### **Could it be you this year?**

Applications for funding open on Monday 22 May, but you can get ahead with yours using this application guide.

You will need to supply all the information about you and your organisation in the online application when we open for entries. So get ahead with the guide and pull together everything you need into one place now.

Crowdfunding is on offer again this year, so you can choose to raise additional funds whilst collecting votes for your project. Last year community groups crowdfunded an amazing £28,798 in donations for their renewable energy projects!

Are you a not-for-profit project that wants to use renewable energy to provide community benefits? Whether you're a community energy group, a sports club or simply an organisation that wants to have a positive impact on the environment, this is for you.

There's plenty to cover, so have a read through our guides to making the best possible application.

## [ BASIC DETAILS ]

### **Organisation name**

Here you need to enter the name of your organisation as it will be known in your local community.

### **Organisation description (max 100 words)**

Provide a short description of your organisation. Tell us what it does, who runs it, what support/services it provides to the community, why it is important to the community.

### **Short description of the project (max 140 characters)**

Provide a short description of your project that you are seeking funding for. This will be displayed wherever your project is shown on the website.

### **Project category**

Select the category which best describes the nature of your organisation, i.e. environmental, charity, sport, religious.

### **Technology or energy efficiency measure**

From the list select the type of technology you will install if successful in this year's competition.

### **M&S store**

Here you'll need to indicate if you would like to attend your local M&S store to gain support if you are shortlisted in this year's competition.

### **Upload a thumbnail**

Using an image that will be used as your project thumbnail on the website throughout the competition. This could be your logo or an image but make sure that you have the necessary permission to use it.

## [ **PROJECT INFORMATION** ]

### **How is your group registered?**

Tell us how your group is legally registered and add your registration number if applicable.

### **How many registered members are in the community group?**

Let us know how many registered members there are in your group.

### **How many people make use of your facilities?**

Here you should indicate how many people make use of your facilities each year.

### **Lead contact**

Tell us who we should contact about the project.

### **Secondary contact**

Let us know who else we can contact if the lead contact is not available for any reason.

### **Summary of progress to date**

Give us a brief overview of the work you have carried out so far to get your project to this stage.

## [ **SITE DETAILS** ]

### **Site address**

Let us know where the technology will be installed if you are successful in this year's competition.

### **Is the site owner the same as above? Details of owner**

If you do not own the site, use this space to tell us who does.

## [ YOUR PROJECT ]

\*Your installer should be able to help you complete these details.

### **Technology type**

What type of technology do you intend to install?

### **Make and model of system**

Tell us what make and model of technology you intend to install if successful.

### **Size/output of proposed system**

Tell us in kilowatts (kW) how much energy the proposed system will provide for your organisation.

### **Estimated annual savings**

Tell us what savings installing this technology will make for your organisations. You will usually receive this information from your installer.

We would like to know:

- Savings on energy bills (£)
- Carbon savings
- Potential income from FiT or RHI

### **Proposed installation date given that the funding will be provided by 30 November 2017**

Please tell us when you would intend to complete the installation of your technology if you are successful in this year's competition. Please note that you will receive the funding from us by the end of November 2017.

## [ STRENGTHS AND CHALLENGES ]

### **What three benefits will the project provide to help your local community? (max 250 characters)**

Tell us three benefits that the project would provide to your members and local community, should you receive funding.

### **What are the main challenges/barriers to your project being successful? (max 250 characters)**

You will have space tell us if you have had any local opposition to your project.

## [ SOCIAL IMPACT ]

### **Aside from reducing your energy costs and becoming a more sustainable organisation, what wider benefits do you hope to achieve following the successful installation of your energy technology?**

For example:

Higher participation rates, increased membership, improved community cohesion

### **What is the biggest challenge you have as a community group today? Please rank in order of importance**

Community participation

Meeting the running costs of organisation

Keeping membership fees low

Providing a safe and secure environment to operate in

Expanding our membership base

## [ **PLANNING, SURVEYS, ASSESSMENTS** ]

### **Please provide details of your planning permission or permitted development rights, and any other surveys or assessments**

You will need to have planning permission or permitted development rights in place to enter this competition. There will be a text box to add anything that you think we might need to know.

## [ **COSTS AND FUNDING** ]

### **Estimated project cost**

Tell us how much your installation will cost.

### **How much funding are you applying for?**

How much of your total costs are you applying for the M&S Energy Community Energy Fund to cover?

### **Have you applied for or secured any other funding including in-kind support and if so, how much?**

Tell us how much other funding you have already secured.

### **Please list the fund or organisation name, type of funding, value and status of your application here**

If you have applied for or secured funding, please provide more detail about your application here.

**Please outline all the parts of your installation that the M&S funding will cover**

There will be space on the form to tell us specifically which part of your installation our funding will pay for if you are using other sources of funding to cover total project costs.

**Please upload your confirmation of planning permission and cost quote from your technology installer**

You will need to add evidence of your planning permission and a quote for your installation in the form of PDFs.

## Notes

