

Tewkesbury Borough Council UKSPF and REPF Grants-Online Information
Session Notes

18th March 2024 6pm

Q: Does the 15% match funding of the total project costs have to be from external sources or can this be from reserves?

A: Can be from external funding or reserves. It has to be capital match funding, it cannot be revenue or in kind.

Q: Is there a list of requirements/types of permissions for projects such as this?

A: No list available and due to the diversity of projects that may apply, we couldn't give an exhaustive list or restrict the projects applying. The contact for the Tewkesbury Planning Department is below and they will be able to answer any queries as this is where their expertise lies.

Contact for planning department - Central email which will be picked up by a team member - developmentapplications@tewkesbury.gov.uk

Contact for building control - <https://www.ctbuildingcontrol.co.uk/>

Q: Is there a limitation on what type of equipment can be applied for under the Cultural, Historical and Heritage (CHH) grant?

A: This will be judged on the application and case by case basis. There are no categories of included or excluded equipment because we don't want to restrict any applications. Anything for the CHH grant that enhances the institution, fits the criteria and is capital is likely to be eligible, but advice for anyone wondering if their project is eligible or not/capital or not is to contact GRCC.

Q: Do we need to go to GRCC first with an outline plan of the project for comment?

A: No this is not necessary. GRCC can help with queries and advice but this is not a requirement.

Q: How do we apply?

A: There is an online application form that you need to complete as fully as possible. There are also guidelines which outline who can apply, what the project needs to be eligible, other supporting documents you need to submit and other important information. These can be found on both the GRCC and Tewkesbury Borough Council websites (links below)

Enhancing Cultural, Historical and Heritage:

<https://www.grcc.org.uk/news-events/news-events/post/287-tewkesbury-borough-council-rural-england-prosperity-fund-grants-for-enhancing-cultural-historical-and-heritage-institutions>

Energy Efficiency Grants for Community Buildings -

<https://www.grcc.org.uk/news-events/news-events/post/288-tewkesbury-borough-council-uk-shared-prosperity-fund-and-rural-england-prosperity-fund-energy-efficiency-grants-for-community-buildings>

<https://tewkesbury.gov.uk/services/community/ukspf-and-repf-heritage-cultural-historical-and-energy-efficiency-community-grants/>

Q: Just to clarify, if the total project is under £24,999 including the match funding, it doesn't need a competitive tender process?

A: Yes, that's correct

Q: Is the application form available already?

A: Yes, please see the links below. It is an online form that you can save for later and return to.

Energy Efficiency guidelines: <https://tewkesbury.gov.uk/wp-content/uploads/2024/03/Energy-Efficiency-for-Community-Buildings-Guidance.pdf>

Energy Efficiency application form: <https://tewkesbury.gov.uk/forms/ukspf-energy-efficiency-grant-round-2/>

Enhancing Cultural, Historical and Heritage Institutions guidelines: <https://tewkesbury.gov.uk/wp-content/uploads/2024/03/Enhancing-Cultural-Historical-Heritage-Institutions-Guidance-.pdf>

Enhancing Cultural, Historical and Heritage Institutions application form: <https://tewkesbury.gov.uk/forms/repf-enhancing-chh-institutions-grant-round-2/>

Q: We have an open space and wondered if the CHH grant could cover contract work for studies? We want to conduct an amenity audit to know how to make wider use of the Common for a wider range of visitors and we would need a specialist contractor for this. Would this be covered by the CHH grant as we are buying expertise?

A: Unfortunately, this wouldn't be eligible for this scheme as it is classed as a revenue cost. Things such as surveys and consultations would also be classed as revenue.

Q: Where there is only 1 supplier who can do the work e.g. phase 3 electric works must be done by the national grid, does the project still need to gain 3 quotes?

A: In a situation such as this, 3 quotes would not be expected for the application. However, the grant could only cover this if there was a direct link to an energy efficiency improvement measure.

Q: What is meant by value for money in this sense? Value for who's money - for the grant or for the 15% supplied by the applicant or is it against ongoing energy bills. What is this question looking for?

A: This question is looking for many things. It encompasses

- Value that it adds to the community
- Value it adds to the community space
- Will this save you money on the bills in the long term (if it is an investment on an energy efficiency measure for example)?
- Is the preferred supplier the best value for money from the quotes?
- Is this the best value for money in terms of public spend?

- Value for money in terms of environmental benefits? (The energy efficiency grant asks for an energy audit as it can tell you the estimated cost and carbon savings).
- By doing energy efficiency works it can keep the community space from closing more frequently or permanently which will negatively impact the community.
- Enhancing the cultural site can attract more visitors and generate more income, therefore more opportunities and longevity
- How does yours differ from other projects? The aim is to spend the money in the best way possible so do your best to portray this in your application.

Q: Can the cost of the energy audit be included in the project?

A: Unfortunately, as an energy audit is a revenue cost not capital cost. There is a scheme called Groundwork that offer funded energy efficiency audits but please check their timelines to see if they fit within the timelines for the grant. Recommended to have a conversation with GRCC in terms of who is supplying the energy audit.

Two companies who might be useful and who do meet the eligibility criteria of an energy audit for this grant:

Utility Aid – range between £150-£300 www.utility-aid.co.uk/contactform/GRCCRDD

Groundwork – you may be eligible for them to cover the cost of an energy audit. <https://www.groundwork.org.uk/vcseenergyefficiency/>

Capital Costs: Although there are widely used definitions of capital, each organisation will have their own rules on what is classed as capital and what isn't which is why the Council are suggesting that applicants who aren't sure if their project is capital or not, contact GRCC who can run it past the finance team at the Council and ask them specific questions of what is a capital cost. If you can have a list of what it is exactly that you want to do and the different steps, the finance team can identify which elements of the project can be classed as capital. It is very specific and each application is going to be different

Q: If the cost of the project was £30,000 can we apply for the grant of £24,999 including the 15% and then pay the difference ourselves?

A: You can, how you fund the project as a whole is up to the organisation applying, whether that's through a mix of external funding, your own reserves, funding you already have in place or your own fundraising. The way you make up funds for this project isn't an issue as long as it's all capital funding that you are providing. The only issue with projects that are over a total cost of £25,000 and if that work is going to one contractor, you will have to go through a tendering process.

One participant flagged up that from 1st February 2024, the installations of energy saving materials rules. Have been introduced. This means the elements

of VAT for some organisations is zero. Guidance is clear on which organisations this applies to so please make your own judgement on this. See link below for more info:

<https://www.gov.uk/guidance/vat-on-energy-saving-materials-and-heating-equipment-notice-7086#installations-of-energy-saving-materials>

Please note if you are not paying VAT, please do not list them as a cost in your application form.