



Sustainable Development Fund Guidance Notes



What is the Fund?

The Sustainable Development Fund (SDF) is a pot of money available to individuals, businesses, local authorities and community groups to fund sustainable new business ideas and community projects which will benefit the special environment of the Nidderdale Area of Outstanding Natural Beauty. It is being managed on behalf of the Nidderdale Area of Outstanding Natural Beauty by the Yorkshire Dales Millennium Trust.

The aim is to make the Fund easy to apply to with a minimum amount of 'red tape'. However, as with all grants, there are some hoops to be jumped through.

Types of projects we can fund:

The list is endless but projects **must** demonstrate 'sustainability'; this means that we are looking to encourage projects that will benefit the environment **and** communities **and** the local economy at the same time.

We will be particularly interested in projects which include any of the following:

- involve young people and promote social inclusion
- promote urban/rural links
- encourage links between people from different backgrounds, whether they be inside or outside the Area of Outstanding Natural Beauty;
- bring different organisations together to tackle rural problems in a spirit of partnership;
- test new ideas and promote 'best practice';
- develop models for sustainable management of the countryside that could be applied elsewhere in England;
- cannot be funded from elsewhere.

We will also consider projects from outside the Area of Outstanding Natural Beauty **if, and they must,** can show a clear and direct benefit to the Nidderdale Area of Outstanding Natural Beauty and its purposes.

To start you thinking ideas for projects could include a pilot project to establish a mobile creative play facility for isolated rural families, redevelopment of an Auction Mart as a local economic hub for the area, funding of feasibility studies into generation of electricity through renewable sources, community recycling projects, activities bringing in new audiences to the AONB, training of a young person in hill farming skills

What a SDF grant can fund:

Grants are available for upto a maximum of 75% of the total project costs. Grants don't have to be for a project in its entirety, they can fund parts of a larger project such as, feasibility studies, practical work, equipment, building works, publicity, marketing, staff costs, training, group or partnership development and initiatives that raise awareness about sustainability.

To make up the difference, your own contribution can include volunteer time at £50/day for unskilled, £150/day for skilled and £250/day for professional services. You can also count the value of 'gifts in kind' towards the project as part of your contribution eg: materials donated towards the project.

We may be able to help you apply for grants from other organisations to 'top up' your SDF grant.

If you are successful in obtaining a grant from the SDF you must be willing to sign up to our grant conditions. If you would like details about these or are uncertain about what a SDF grant can fund, please ask us.

We cannot fund projects which:

- do not further or support the Area of Outstanding Natural Beauty purposes. These are to:
 1. Conserve and enhance the natural beauty, wildlife and cultural heritage of the area
 2. Promote opportunities for the understanding and enjoyment of the special qualities of the area by the public
- have already started;
- are the statutory responsibility of any agency, or are standard maintenance work.

Who is eligible to apply?

Anyone.

Application deadlines

These are every three months but you can apply for a grant at any time.

If you have any queries please phone the SDF Officer on 07712 198770
or contact at YDMT, The Old Post Office, Main Street, Clapham, LA2 8DP

The Sustainability Checklist

This is designed so that you as the applicant start to think about what your project will achieve towards sustainable development as well as to the extent in which it meets the core criteria and priorities of the fund. Sustainable development requires meeting four main goals at the same time to ensure a 'better quality of life for everyone, now and for generations to come':

- social progress which meets the needs of everyone
- effective protection of the environment
- a diverse and prosperous rural economy
- careful use of natural resources

It is not expected that each project will fully achieve all of these objectives but projects must demonstrate that they meet **at least** one criteria in all three areas of sustainable development (environmental, social and economic). At their best projects must have a positive impact on sustainability, at worst be neutral.

Environmental Sustainability criteria

- **Conserving and enhancing biodiversity** – the ecological richness and diversity of a place and the rarity of the species and habitat that is protected or created is the important factor
- **Encourage the re-use of, or conservation of, buildings** – eg: use of redundant buildings or buildings in disrepair
- **Reduce, re-use or recycle waste or use recycled products** – can be applied to any resource consumption
- **Minimise pollution to air/land and water** - use of products and processes that have a minimal impact
- **Provide/promote alternative transport networks to car use** – eg: promotion of use of public transport networks, promotion of car-share, use of alternative methods of transport – cycling, walking
- **Reduce use of fossil fuels** – promote and develop alternative energy sources; for buildings, vehicles, communities
- **Encourage energy efficiency in buildings and promotes prudent and/or efficient use of energy and natural resources with minimal waste production-** eg: use of water, better insulation, increase awareness of energy efficiency and resource use
- **Increase use of sustainable building design and materials** – either in new buildings or retro-fit eg: sheep's wool insulation, use of water butts, use of recycled stone, wood, plastics
- **Use traditional and/or local materials** – use of traditional materials will help to preserve the special qualities of the Area of Outstanding Natural Beauty, local material reduces transport costs and associated impacts of transport of materials
- **Protects distinctive manmade and landscape features** – helps further Area of Outstanding Natural Beauty purposes
- **Protects the distinctive historic environment** – helps further Area of Outstanding Natural Beauty purposes

Social Sustainability criteria

- **Empower the community and partnerships to own the project through participation, devolved decision making and project development** – refers to the degree in which the local community are involved in the project and its development. A core criteria of the fund is that local communities either support or are involved in projects
- **Work in partnership** – eg: are other organisations, groups, individuals involved in the project
- **Improve and increase community facilities and services** - eg: training courses, community buildings, community transport
- **Help local social needs to be met locally** – does the project fill a gap in service provision or support community needs eg: opportunities for young people, disadvantaged groups, rural housing
- **Provide increased opportunities for training and education helping to retain local skills** – does the proposed resource, service or activity create or support paid or voluntary jobs and training opportunities, fill a specific local skills gap
- **Improve access for all to culture, leisure and recreation facilities** – eg: for local disadvantaged, disabled groups, for individuals and groups who currently don't access the Area of Outstanding Natural Beauty
- **Support community based businesses and/or help schemes** – eg: promotion and encouragement of social enterprise, help and advice schemes for local communities
- **Support and encourage community engagement and/or volunteers** – eg: encourage all sectors of the community to become involved in community enterprises and activities, increase opportunities for volunteering
- **Promote health, safety and welfare** – in the home, at work, in the community eg; healthy eating, healthy living, physical activity

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Economic Sustainability criteria

- **Have an exit strategy** – what happens after the grant aid funding for the project comes to an end
- **Generate its' own income** - will the project generate revenue in any way, now or in the future in order to aid its long term sustainability
- **Benefit the local economy** – local sustainable developments should help to diversify the local economy and use local products and services wherever possible
- **Contribute to local employment-** will the project provide new jobs in the area or help to secure the long term future of existing jobs
- **Contribute to development of local career structures or training programme** - will the project improve the opportunities for locally employed people to further their employment prospects, provide new training programmes
- **Promote green business practice as a way of adding value to local business** –does the project offer customers or users something different and individual (as well as green), eg: accommodation provider recycles all its waste, uses low energy light bulbs, uses local produce, vehicles of a transport provider uses bio-fuel
- **Encourage people to use local services** – eg: involve the promotion of local services such as shops, local transport to both visitors and local communities
- **Support ethical purchasing of goods, services and financial services** – eg: establish or promote services offering ethical products and managed businesses
- **Enhance competitiveness of business** – eg: offer a new product/service, reduce costs due to implementation of energy saving devices
- **Add value to distinctive local produce** – eg: local produce manufactured using environmentally friendly methods

What happens next?

This application is the first stage in applying for grant aid from the Sustainable Development Fund. All applications will be assessed and applicants contacted within six – eight weeks of the closing date of each application round. The closing date for your application is written on the attached application form.

If your project is shortlisted for funding you will need to work the project up to the stage where it is ready to start. We will advise you on what you need to do to reach this stage.

If you have any questions regarding the eligibility of your project please contact the SDF Officer to discuss your project before submitting this form

APPLICATION FORM

Sustainable Development Fund

Please read the guidance notes before filling in this form.

If you have any queries please phone the SDF Officer on 07712 198770

1. APPLICANT DETAILS			
Your name		Telephone number	
Fax number		Email	
Type of applicant	Public body <input type="checkbox"/> Registered charity <input type="checkbox"/> Local group <input type="checkbox"/> Private business or Ltd Company <input type="checkbox"/> Individual <input type="checkbox"/> Other <input type="checkbox"/>		
Business or organisation name			
Are you VAT registered. If yes please provide VAT number			
Your address			
			Post Code
Does your organisation have a constitution?	Yes/No (if yes please attach)	Does your organisation produce an annual report?	Yes/No (if yes please attach)
2. PROJECT DETAILS			
What is the name of your project?			
Please briefly describe your project (ie what you are actually going to do) & what it aims to achieve.			
Does your project further the Area of Outstanding Natural Beauty (AONB) purposes?			
1. Conserve and enhance the natural beauty, wildlife, cultural or built heritage of the AONB? How:		<input type="checkbox"/> Yes	<input type="checkbox"/> No
2. Provide opportunities to help people enjoy and understand the special qualities of the AONB? How:		<input type="checkbox"/> Yes	<input type="checkbox"/> No
What community or social benefits will your project provide – both now and in the future? (eg. supporting the local community, contributing to community development, providing opportunities for disadvantaged groups etc.)			
What economic benefits will your project provide for the local and wider area? (eg. jobs, income, training, help to secure other funding etc.)			
What type of people will be involved in your project? (eg. young, old, rural, urban, disadvantaged groups etc.)			

Have you received funding from any grant aiding body within the last three years? If yes please list from whom and amounts received

5. PROJECT TIMING – when could your project start?

Proposed Start Date		Proposed Completion Date	
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6. SUSTAINABILITY CHECKLIST

Please refer to application guidelines. The Sustainable Development Officer will use this checklist as part of the assessment of your project to measure the impact of your project and judge how your project meets the aims of the fund.

Please indicate which criteria your project meets. Your project must tick at least one box in each of the three sustainability criteria.

You may feel some questions below have already been answered elsewhere in the application form – if so please still tick the appropriate box but refer the SDF Officer back to the relevant section of the form.

Core Criteria and Priorities for the fund: Does Your Project	Yes	No	How/comment?
Further AONB Purposes			
Promote, educate, raise awareness of need for sustainability			
Test new ideas, is innovative or promotes best practice			
Involve young people			
Promote social inclusion			
Create urban/rural links			
Develop models of sustainable management of the countryside that can be applied elsewhere			
Bring different organisations together to tackle rural problems in the spirit of partnership			
Add value or new dimensions to existing sustainability projects			
Supported by/involve local communities			
Lever in funding from other sources			
Environmental Sustainability: Does Your Project	Yes	No	How/comment?
Conserve and enhance bio-diversity			
Encourage the re-use of, or conservation of, buildings			
Reduce, re-use or recycle waste or use recycled products			
Minimise pollution to air/land/water			
Provide/promote alternative transport networks to car use			
Reduce use of fossil fuels			
Encourage energy efficiency in buildings and promote prudent and/or efficient use of energy and natural resources with minimal waste production			
Increase use of sustainable building design and materials			
Use traditional and/or local materials			
Protect the distinctive manmade and landscape features			
Protect the distinctive historic environment			
Social Sustainability:	Yes	No	How/comment?

Does Your Project			
Empower the community to 'own' the project through participation, devolved decision making and project development			
Work in partnership			
Improve and increase community facilities and services			
Help local social needs to be met locally			
Provide increased opportunities for training and education helping to retain local skills			
Support community based businesses and/or help schemes			
Improve access for all to culture, leisure and recreation facilities			
Support and encourage community engagement and/or volunteers			
Promote health, safety and welfare			
Economic Sustainability: Does Your Project	Yes	No	How/comment?
Have an exit strategy – eg: what will happen to your project when the grant funding period is at an end or if the project does not proceed as expected			
Generate its own income			
Benefit the local economy			
Contribute to local employment			
Contribute to development of local career structures or training programmes			
Promote green business practice as a way of adding value to local business			
Encourage people to use local services			
Support ethical purchasing of goods, services and financial services			
Enhance competitiveness of business			
Add value to distinctive local produce			

DECLARATION

I declare that the information given above is correct to the best of my knowledge and that if any of the information changes I will inform the Yorkshire Dales Millennium Trust immediately.

Signed _____ Name _____

Date _____

Please return this form to:

SDF Officer, C/o Yorkshire Dales Millennium Trust, The Old Post Office, Main Street, Clapham, LA2 8DP

or e:mail to isobel.hall@harrogate.gov.uk

This form is available in electronic (Word) format.

Please contact the SDF Officer on 07712 198770

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Closing date for application			
Application Round Number			
Ref no.		Date application received	