



CIF 3 APPLICATION QUESTIONS

Section 1 – Eligibility

You must be able to answer yes to all of the below eligibility questions to be able to progress with an application.

1. Can you commit to open source sharing of your work and learning? [Y/N] *
*We can only fund projects which are deemed charitable, i.e., **projects must not solely generate private financial gain. We cannot fund work protected by intellectual property rights.** It is important that work and learnings can be shared openly in a non-competitive way.*

2. Do you have at least 2 unconnected people on your management board? (by unconnected, we mean people to whom you are not related or married) [Y/N] *

Add in underneath the question as additional info:

- By 'unconnected', we mean people who are not related or married.
- By 'board or management committee', we mean your directors or trustees as listed with your organisation's governing body, e.g. Companies House, the Charity Commission, FCA etc.

We would recommend getting in touch with the team prior to applying if your organisation does not meet this criteria.

3. Has a pilot or proof of concept already been carried out to test your project as described in this application? *

This pilot or proof of concept could have been conducted by the applicant, or another organisation. [Y/N]

4. Did you attend our webinar or watch the recording? * [Y/N] (LINK RECORDING)

Section 2 - About your organisation

4. Tell us about your organisation's mission and vision. [100 words]

Section 3 - About your Carbon Innovation Fund project

5. Sum up your project in a sentence. [30 words] *
6. Please fully explain what you plan to do for your Carbon Innovation Fund project. [250 words] *

Ensure your answer is clear and without jargon.

7. Where will the project take place? [30 words]*
8. Over what timeframe do you expect to deliver your project? (Projects must start within 6 months of funding being awarded, but can last as long as they need) [20 words] *

Section 3 – Carbon Innovation Funding Criteria [essential]

It is essential that all applicants can answer questions 9-14. These answers are scored.

9. Please outline your proposed project's **net** greenhouse gas emissions. You can refer to your pilot for evidence if needed. If you only have some of this information, just provide what you can. Feel free to answer this question as a list or bullet points.

Explainer:

By preserving peatland, we know your work will be reducing greenhouse gases emissions and protecting an essential natural landscape.

*However, the work you deliver is likely to also emit greenhouse gases, for example through imports of raw materials or energy use. Therefore, we would like to see an awareness of **net** greenhouse gas emissions if possible.*

[250 words]

10. Please tell us about any current or future plans to mitigate or reduce your greenhouse gas emissions as described in the answer above. *
- [250 words]

11. We can only fund projects that have completed a pilot. Tell us about the pilot/proof of concept work, what was learnt and how this project will build on that work. [250 words] *

12. Have you considered any potential unintended adverse consequences of this project? What are they? *Consequences could be human or environmental knock-on effects.*

Explainer: *We know that most projects will have some knock-on consequences and ask that you are open and honest in sharing these challenges. If you have mitigation plans for these consequences, please also share this. [250 words] **

13. Tell us how you demonstrate collaboration and/or co-operation within your project, to deliver benefits. *

Explainer: This could be through formal or informal partnerships with various stakeholders, open-source sharing, dissemination of findings, working with local communities etc. Please note that you as the main applicant are responsible for carrying out due diligence checks for your partners – get in touch if you need any support doing this. [250 words] *

14. How will you share learning from your project? *

Explainer: We are looking for projects with a robust and extensive dissemination plan in order to share their work widely. We would like to understand your plan to share learning throughout and/or at the end of your project. Dissemination plan should be reflected in the budget.

Section 4 - Carbon Innovation Fund criteria [desirable]

Applicants that can demonstrate the following are more likely to be shortlisted, although meeting each of these criteria is not essential. Answers 15-17 are scored.

15. What wider social or community benefits would your work create, and how? [150 words]

16. What wider environmental benefits would your proposal create, and how? [150 words]

Please note, this is aside from protecting peatland.

17. Does your work have the potential to be scaled-up? If yes, tell us more about how this might happen. If not, tell us why.

Within this answer, you should think about current UK policy regulations, cost implications and affordability associated with scaling up your project. [150 words]

18. How will you measure the change that you hope to achieve? [150 words]

Please note that this question is not scored. We will commission an official learning and evaluation partner to support our successful funded partners with this work.

Section 5 - Budget and finance

19. How much money are you applying for? * (up to £90,000).

Please enter without commas, symbols or decimal places, e.g. 90000

20. Provide a brief budget (in the form of a list), outlining how you would spend the grant. Funding can be used on both overheads and capital costs. We encourage applications on a 'full cost recovery' basis. *Please present the budget as a very simple list. We only need to know the main items or activities in your project and how much they will cost. If you are progress to the next stage, we'll ask for a more detailed budget. (150 words) **

21. If our funding would make up part of a larger funding package, what is the total estimated cost of your project, and what is the status of other contributions? (150 words)

22. Please outline here if you have any particular concerns about your organisation's financial stability, your ability to meet costs and how you are building inflation into your cashflow. (150 words)

Section 6 - Working with the Co-op supply chain

There is an opportunity to present projects to Co-op suppliers, who may be interested in the work you are doing, and potentially want to collaborate.

23. Are you a current Co-op supplier? [Y/N] *

24. Would you be interested in potentially working with a Co-op supplier on this project, or in the future? *

This could mean scaling up your project into a larger organisation, collaborating on trials, or sharing learning together. More information can be found in the guidance notes. [Y/N]

IF ANSWERED YES TO ABOVE...

- Do you give consent to us sharing your application information with Co-op suppliers and their networks? [Y/N] *

Section 7 - Final questions

25. If your application is shortlisted but unsuccessful, we would love to pass it on to potential alternative environmental funders for their consideration. If this scenario arises, do you give consent to sharing this application with other funders? [y/n] *

26. Where did you hear about this fund? [add drop down boxes, same as last year's] *

27. How was your experience applying for this fund? [add in boxes, same as last year's] *

28. Please use this space to give any other comments about you experience of applying to the Co-op Foundation's Carbon Innovation Fund [open text box, 100 words]