

**Expression of Interest Form**

Please read the Guidance Notes below before completing and submitting the Expression of Interest Form.

**Guidance Notes**

The Fund is often oversubscribed and to ensure that applications are submitted fully developed and able to start within a reasonable timescale following a funding decision being made a simple expression of interest form is required to be completed before a full application is made to the Fund.

The expression of interest form can be submitted at any time but **must** be received by 5pm on the deadline date specified on the LEF website to be considered for each round of funding. Please note, if you have already received a grant from LEF we ask that you wait at least 12 months from the previous project completion date before applying for another project at the same location.

The Fund will assess your proposal and:

* Invite you to make a full application by the next application deadline date or
* Request that you resubmit at a later date.
* May reject your expression of interest with feedback given.

Please note that an invitation to make a full application to the Fund does not guarantee approval of a grant.

If you are invited to make a full application, you will be given at least four weeks before the next application deadline to allow you sufficient time to complete the form. **The application form will be sent to you electronically by email. Please ensure you include an email address on the expression of interest form.**

The Fund does not consider applications for retrospective funding, part completed projects or projects that have already commenced. Starting work on your project or purchasing any materials before the Fund considers your proposal will invalidate your application.

All projects must be able to start within 6 months of any formal grant offer. If this is unlikely to be possible please delay any submission to the Fund.

**If you are considering applying for a grant –**

From Round 104 applicants can request funding up to a maximum of 75% of the project costs but no greater than £30,000. Include any VAT as appropriate. **The amount awarded, if successful,  will be at the discretion of the Board and dependent on the funds available.**

The Fund will only consider historic buildings and places of worship related proposals which fulfill public amenity objectives, ie where a significant improvement in the extent and the quality of open community use will result. Any proposal must demonstrate that additional benefit will be created. **The cost of maintenance works will not be considered.**

Applications to improve natural habitats or species biodiversity must clearly demonstrate that reasonable public access will be available at the proposed site. **Applications that propose no public access will not be considered.**

Lancashire Environmental Fund can only distribute Landfill Communities Fund grants within the geographical area of Lancashire, under the authority of Lancashire County Council. Projects located within the unitary authorities of Blackpool or Blackburn with Darwen are not eligible to apply to LEF.

**IMPORTANT NOTE** **- Contributing Third Party Payment (CTP)**

The Fund requires some projects to provide a third party contribution for the Landfill Communities Fund (LCF) grant you are applying for. This is a unique feature of the LCF scheme.

Under the Landfill Communities Fund scheme rules, our Landfill Operator donor can contribute some of the landfill tax it collects to LEF and reclaim most (but not all) as a tax credit. The scheme regulator, Entrust, requires a fee and each successful application also incurs other minor costs.   
  
To make up the shortfall, LEF requires that 10% of the money provided as a grant is recovered from third parties. We call this element the Contributing Third Party (CTP) payment.

Under the rules, Landfill Communities Fund money cannot be used to provide the CTP so it must be raised from other sources. The CTP is paid to the Landfill Operator and not LEF but please note neither Landfill operator or LEF will benefit financially.

In simple terms, £11 of Third Party Funding will release £100 of Landfill Funding for your project.

**NB: the CTP payment is only required in respect of the amount of the grant that you are applying to LEF for.**

**Example calculation**:

LEF funding committed towards project: £30,000

Cost of the Entrust Levy

and administering the grant: £3,000

Total cost of grant: £33,000

10% of gross grant payable to landfill operator: £3,300

**Cost of the CTP payment in this example is £3,300**

**If you are invited to make a full application, you will need to identify your Contributing Third Party funder. The CTP amount should not be included in your project budget.**

The Fund will take on the Environmental Body role for all supported projects unless the applicant is already registered as an Environmental Body.

**Please ensure all points on the form are as accurate as possible as it can affect your funding application.**

The Expression of Interest form should be submitted by email to [general@lancsenvfund.org.uk](mailto:general@lancsenvfund.org.uk)

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| LANCASHIRE ENVIRONMENTAL FUND  Expression of Interest Form | | | |
| Contact Name: |  | | |
| Tel No: |  | | |
| Email Address: |  | | |
| Postal Address: |  | | |
| Project Title: |  | | |
| Project Location: |  | | |
| Post Code nearest to project location: |  | | |
| Name of nearest Landfill Site (see list at the end of this form): |  | | |
| Name of organisation: |  | | |
| Number of times previously received LEF funding: |  | | |
| Project description (no more than 50 words): |  | | |
| Brief description demonstrating evidence of need for the project (no more than 100 words): |  | | |
| Provisional start date for project: |  | | |
| Estimated total cost of project: (Incl VAT as appropriate) | £ | | |
| Funding secured: | £ | | |
| Funding unsecured: | £ | | |
| Amount sought from LEF: (maximum 75%, no greater than £30,000) | £ | | |
| List any unsecured funding bids and anticipated approval dates: | Funder | Amount (£) | Approval date |
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| Project category (tick most appropriate for your proposal): | Public Park  Activity Centre  Village Hall  Village green  Natural biodiversity  Public Play area  Sports field  Public footpath  Bridleway  Nature reserve  Museum Community Centre  Cycle path  County Park  Community garden  Place of Worship/historic Building(see guidance note)  Other *(please specify)* | | |
| If requested would your organisation provide the Third Party Contribution? | Yes  No | | |
| If yes, who would be the third party funder? |  | | |
| Is your organisation registered with Entrust as an Environmental Body? | Yes  No | | |

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Or by post to: Lancashire Environmental Fund, The Barn, Berkeley Drive, Bamber Bridge, Preston, Lancashire PR5 6BY

**Your project location must be within 10 miles (as the crow flies) of a licensed Lancashire Landfill Site** NB Some of the sites listed below are closed sites and non-operational:

Salt Ayre Landfill Site, Lancaster LA3 3PF

Cotestones Landfill Site, Carnforth LA5 9NH

Jameson Rd Landfill Site, Fleetwood FY7 8TW

Jacksons Quarry Landfill Site nr Preston PR4 0AL

Clifton Marsh Landfill Site Freckleton nr Preston PR4 0XG

Abbey Village Landfill Site PR6 8BS

Clayton Hall Landfill Site, Chorley PR25 5LX

Ulnes Walton Landfill Site nr Leyland PR26 8NE

White Moss Landfill Site, Skelmersdale WN8 9TH

Whinney Hill Landfill Site nr Accrington BB5 5EN

Henthorn Road, Clitheroe BB7 3BY

Rowley Landfill Site, Burnley BB10 3JE

Rake Head Landfill Site, Bacup OL13 0PR