**LAQM Support Fund 2023 – 2024**

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| **Grant Application Form** |
| **Purpose of grant** | The purpose of this grant is to support local authorities in delivering local air quality improvements. The grant supports capital and revenue bids for activities and projects that can be undertaken by the end of financial year 2023 - 2024. |
| **Criteria and evaluation** | The grant seeks to support work that meets one or more of the following criteria:* **Prevention** – action that seeks to improve air quality and prevent worsening of concentrations and/or an exceedance of air quality objectives.
* **Mitigation** – action that seeks to improve air quality in an Air Quality Management Area (AQMA).
* **Innovation** – action using innovative methods or technologies to improve air quality and/or reduce exposure.

The grant panel will assess applications for funding against their ability to meet the criteria above.  |
| **Timescales**  | **Deadline:** The deadline for bids is **5pm** on **24th April 2023**. No bids will be considered after this point. **Evaluation:** The grant appraisal panel will meet in the week commencing 24th April 2023.**Outcomes:** Application outcomes expected to be awarded in the week commencing 1st May 2023.  |
| **Section 1. Applicant information** |
| **Organisation name** |  |
| **Organisation address** |  |
| **Drafting Officer** |  |
| **Senior Approver (*Head of Team or higher*)** |  |
| **Date of application** |  |
| **Eligibility – Confirmation of 2022 Annual Progress Report Publication** | *Please attach web link to 2022 Annual Progress Report.*  |
| **Section 2. Description of Project(s)** |
| **Description of proposal**  | *Please use the guidance below to complete this section and delete all blue text before submitting.** *Please separate projects numerically if funding for multiple projects is being applied for.*
* *Title of activity.*
* *Start/End dates of activity (with bids for purchase of monitoring and maintenance - estimated life of product and plans for funding maintenance beyond this grant period should be included).*
* *Geographical location of beneficiaries of funded activities and where delivery of activities will be centred.*
* *Description of what is going to be delivered for the funding. It is important that this is clear, particularly when it is similar to what the organisation already delivers as its core activity.*
* *For collaborative proposals, information should be provided on how the partners plan to work together. Please note: funding can only be issued to local authorities.*
* *What are the aims, objectives and intended outcome(s) of the proposed activity? (Outcomes are the results, effects, consequences or changes that occur as a result of the activity).*
* *Outcome indicators - how will the result, effect, consequence or change be evidenced?*
* *Where bids include purchase of equipment, please provide confirmation that the equipment will be serviced/ maintained beyond the grant period.*
* *Potential impact on air quality or exposure taking into consideration the prevention, mitigation and innovation criteria set out above.*
* *How will the proposed activities support and promote relevant cross cutting themes e.g. Well-being of future generations, sustainability, equality, diversity, inclusion and human rights, the Rights of the Child, the Welsh language?*
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| **Section 3. Financial Information** |
| **Financial information** | * *It is important this section is clear as it will be used for assessment of whether expenditure items are eligible for funding and represent value for money.*
* *Quotes should include a full breakdown of costs. Where contractors/third parties are involved, a full breakdown of activities, staff time and costs should be included.*
* *If relevant, please declare any additional sources of finance being used for these projects with supporting information if needed.*
* ***Please note:*** *It is Welsh Government policy to pay grant funding* ***in arrears****.*

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| **Project Name** | **Revenue cost (£)** | **Capital****Cost (£)** | **Quotes (and any other relevant additional information)**  |
| *If there is more than one project please list numerically e.g.:**Project 1**Project 2* |  |  |  |
| **Total amount (£)** |  |  |  |
| **Implications of no funding?** | *What would happen without this level of funding?* |
| **Value for money** | *How will this be demonstrated (e.g. through procurement procedures, a cost/ benefit analysis)?* |
| **Procurement and subsidy assurance** | *Please confirm that all purchases made under this grant will comply with procurement and subsidy regime requirements.*  |
| **Risk** | *Are there any risks linked to the proposed activity and, if appropriate, what mitigating action is proposed to offset them?*  |
| **Section 4. Delivering the Proposed Activity** |
| **Management structure** | *Details of how the activity will be managed and monitored and how decisions affecting it will be made.*  |
| **Staffing arrangements** | *Details of staff involved in delivering activity and approximation of hours that will be dedicated to delivering the activity.* |
| **Milestones and monitoring** | *The scheduled events that will indicate whether a funded activity is on target towards achieving the intended outcome; they should be measurable and observable.* |
| **Shared learning** | Please confirm that you are happy to share information and experiences about the outcome of the activity, including providing a written statement to be included in the Annual Air Pollution in Wales report (published on the Air Quality in Wales website).  |
| **Section 5. Declaration** |
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|  I/we certify to the best of my/our knowledge and belief that entries and details on this application form and supporting documentation are correct and the application for financial assistance is for the minimum required to enable the project to proceed.I/we confirm that I/we are not aware of any reason why the activity may not proceed, and the commitments and actions can be achieved within the timescales of the funding programme period.I/we also confirm that there is no one involved in the management of the activity that has been bankrupt, disqualified from being a company director or been a director, partner or proprietor of a business subject to financial insolvency.  |
| **Drafting Officer** |
| **Print name and job title:** |  |
| **Organisation:** |  |
| **Signature:** |  |
| **Date:** |  |

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| **Senior approver (Head of Team or higher)** |
| **Print name and job title:** |  |
| **Organisation:** |  |
| **Signature:** |  |
| **Date:** |  |

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