**Village Halls Retrofit Fund Application 2024**

List of Grant Application Form questions (\* = compulsory answer required)

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| **Have you read the** [**Guidance**](https://borderstsi.org.uk/wp-content/uploads/2024/09/VH-Retrofit-Fund-Guidance.pdf) **notes for this fund?\*** | YES/NO |
| **Did you take part in the Bridging the Gap project?\*** | YES/NO |

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| **Village Hall Details** | |
| **Village hall name\*** |  |
| **Street\*** |  |
| **Town\*** |  |
| **Postcode\*** |  |
| **Brief summary of the main activities available at the village hall\*** *(100 words max)* |  |
| **Income last financial year\*** | £ |

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| **Contact Details** | |
| **Application contact\*** |  |
| **Contact email\*** |  |
| **Contact telephone\*** |  |
| **Role within the organisation\*** |  |

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| **Application Details** | | |
| **Project start date\*** |  | |
| **Expected completion in\*** |  | |
| **Summary of project\*** *(100 words max)* |  | |
| **Type of improvement measures\*** *(please select)* | Windows |  |
|  | Solar photovoltaic (PV) panels |  |
|  | Doors |  |
|  | Solar battery storage |  |
|  | Insulation |  |
|  | Digital infrastructure |  |
|  | Energy audit |  |
|  | Heating pump |  |
| **Please describe how these measures have been identified as appropriate for your building and the benefits they will have in the long-term for your community.** | | |
| **Details of project\*** |  | |
| **How will the organisation evidence the success of the project?\*** |  | |
| **Is the project match funded?** | YES/NO (If YES - provide additional information) | |
| **Additional information** |  | |

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| **How many staff and volunteers are involved in the project?** | |
| **Full time staff\*** |  |
| **Part time staff\*** |  |
| **Volunteers\*** *(Including management committee)* |  |

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| **Costs** | |
| **With this fund you can only apply for the Capital costs associated with delivery of this project. Please refer to the** [**guidance notes**](https://borderstsi.org.uk/wp-content/uploads/2024/09/VH-Retrofit-Fund-Guidance.pdf) **for more details.** | |
| **Capital\*** | **£** |
| **Cost details\*** Provide a full cost breakdown for capital expenditure i.e. cost for each item as selected in the type of improvement section. |  |

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| **Priorities** | | |
| **Priorities addressed\*** *(Please select)* | Improved perception of facilities/amenities |  |
|  | Increased amount of low or zero carbon energy infrastructure installed |  |
|  | Reduce heat loss by improving insulation of the building |  |
|  | Efficiency in energy use by adopting digital systems |  |

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| **Beneficiaries** | | |
| **Number of beneficiaries\*** *(estimate)* |  | |
| **Benefiting localities**\* *(Please tick)* | Berwickshire |  |
| Cheviot |  |
| Eildon |  |
| Teviot & Liddesdale |  |
| Tweeddale |  |

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| **Requirements** | | |
| **Organisation requirements**  *(Please tick)* | Organisation bank account |  |
|  | Organisation based in Scottish Borders |  |
|  | Project delivered only within Scottish Borders |  |
|  | At least two quotes have been obtained |  |
|  | Policies and procedures in place to deliver the project |  |
|  | Suitable staff/volunteers to deliver the project |  |

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| **Declaration** |
| Please ensure that the information contained in this application is correct, and that you are authorised to make the application on behalf of the named organisation and with whom it has been discussed.  By submitting your application, you agree to allow Borders Community Action to retain your organisational data on our database to process your application. You also agree to comply with all monitoring and evaluation requirements set out in the grant offer letter, this will also help us to evidence impact and create a case for additional investment.  We will use the information you give us to help assess your application and administer any grant we award you. We may share copies of this information with individuals and organisations we consult when assessing these applications, monitoring and evaluating this fund. We may also use this information for our internal training purposes. You can access our Data Protection Policy at <https://borderstsi.org.uk/data-protection-policy/>. |

If you have any questions, please contact [info@borderscommunityaction.org.uk](mailto:info@borderscommunityaction.org.uk)