

# Somerset Waste Partnership Eco-School Grants

Application guidance for schools

18 November 2021

## What are the Somerset Waste Partnership Eco-School Grants?

These grants have been set up in partnership with Carymoor Environmental Trust and made available for the sole benefit of schools. These grants are designed to promote participation in the Eco-Schools Programme which provides a simple seven-step framework that guides, empowers and motivates pupils to drive environmental awareness in their school, local community and beyond.

Schools can apply for £500 grants to help support their membership and progression through the Eco-Schools programme.

Grants can be used for a range of environmental actions in the school and local community, including projects designed to reduce wastage around the school premises and to cover cost of Eco-School Green Flag Assessment (£200+VAT) if you apply for this. Grant applications will be assessed by representatives from Somerset Waste Partnership and Carymoor Environmental Trust.

## What is the Eco-Schools programme?

Eco-Schools (<https://www.eco-schools.org.uk>) is an environmental programme spanning the globe, empowering school staff and pupils to act and help protect the environment they love. The programme is made up of a seven-step process to create meaningful change and impact within your school community and local area.

## To achieve Eco-Schools Green Flag status schools need to:

**Set up an eco-committee** (if you don't already have one).

**Conduct an environmental review** – There is a free to download resource to help your Eco-Committee understand what environmental work your school is already doing and ensure further youth-led eco-actions. This will help you to...

**Develop an action plan** and decide which Eco-Topics to focus on.



To be eligible for this grant, you must include the Waste Eco-Topic. (If you have already completed a Waste Eco-Topic project, you must propose another Waste Eco-Topic project).

**Use curriculum links** to include environmental issues in your school's learning.

**Inform and involve** pupils, staff and your local community in your Eco-Schools work.

**Monitor and evaluate** your projects in your action plan to measure your impact.

**Create an Eco-Code**, a rallying call that everyone can get behind.

Taking part in this process will boost environmental awareness and action whether or not your school achieves the Eco-School Green Flag status.

## Who is eligible?

- ✓ Any education provider in Somerset that currently receives a waste and recycling collection through Support Services for Education (SSE) & Somerset Waste Partnership (SWP).
- ✓ Any Somerset school starting the Eco-Schools programme.
- ✓ Any Somerset school registered with Eco-Schools programme (any level), including lapsed participants.
- ✓ Any school that is going to select the Waste Eco-Topic. (If you have already completed the Waste Eco-Topic, you will need to choose this again. There are lots of waste reduction, reuse, and recycling projects you could do).

## Your application

We need to make sure we're backing work that can really make a difference and have certain criteria that applications need to meet.

Your application must include or meet the following:

- ✓ An application based around capital expenditure (so, it cannot be used to cover staffing or running costs).
- ✓ All applications should be based around the Eco-Topic of "Waste" and be in some way about reducing waste (prevention), reuse, or recycling. Schools are free to interpret this in their own way.
- ✓ The project should aim to meet a minimum of 1 of the following:
  - Promote the education and understanding of the importance of waste reduction to students and staff, both locally and in a wider national and international context.



- Boost participation and citizenship (focused primarily on the school community, however any further reaching benefits will be noted)
- Reduce waste across the school premises
- Improving the quality of the environment (tidy, clean, litter-free, etc)
- ✓ A summary breakdown of costings, being clear on what the grant will be used for.
- ✓ Any supporting information (limited to a maximum of 2 sides of A4) which may aid your application
- ✓ At least two clear, measurable objectives appropriate for your Waste Eco-Topic. Here are some examples of what you could measure to evaluate your objectives:
  - Counting the number of pupils/families signed up to a pledge or a specified activity
  - Surveying the school children and/or their families to measure claimed behaviour change related to the project
  - Counting the number of promotional events or articles in school newsletters to support the Waste Eco-Topic
  - Calculating increase in recycled material(s) or reduction in waste by recording how full the containers are for a given period before and after your project
  - Measuring and comparing the weight of food waste for a given period before and after your project

The above examples are for illustration purposes only. You are free to choose objectives which are appropriate for your project and what you will use to measure its success.

- ✓ Schools will be expected to let us know how their project is progressing.
- ✓ Provide a clear beginning and end date for your project.

Please note, we will not support applications for the following:

- Sponsorship of an individual, team, or programme
- Applications to cover running costs of a project (i.e. invoices and billing, hire of materials, manual labour)
- Provision of user discounts (for example, reducing the costs of running an eco-club)
- Grants for non-school projects (i.e. community projects), however your school project can involve or benefit the wider community as well as the school.



Please note, by applying for a grant, you are agreeing to provide clear and up to date information. We may get in touch to clarify our understanding of the application and offer some help or guidance if we think it could help.

All successful grant applicants are required to supply a short case study of their project on completion, including key achievements and any learning outcomes (not objectives referred to above).

This to be submitted up to two months after completion of the Waste Eco-Topic (an extension is permitted if this falls within the summer holiday).

Your case study may be used to encourage other schools to take part in Eco-Schools Programme in future and inspire others about what can be achieved. It will also help us demonstrate the value of this grant scheme. We would appreciate if you are able to support any promotional work related to your project, for example by providing photographs with all the relevant consents having been secured.

## Application Submission

All applications must be sent via email to the Somerset Waste Partnership schools inbox (**[SWPschools@somersetwaste.gov.uk](mailto:SWPschools@somersetwaste.gov.uk)**). The grant scheme is open for applications from 15 November 2021 and will close on 31 May 2022 or when the funding is depleted, whichever is soonest.

Please completed the submission form and attach additional information and costings to the email as Word documents or PDFs only.

Applications will be reviewed by a panel on a rolling basis.

Schools may be awarded a maximum of one grant per academic year. If a school submits an unsuccessful application, the school can make a second application in the same year – this may be a revised version of the same project, or a completely different project.

Once you have applied, your application will be taken to the upcoming committee meeting for discussion. We aim to give you a response within one month of receiving your application.

Grants will be awarded for applications meeting the criteria in the order they are received until the overall grant funding is exhausted. Schools will be notified when the grant scheme closes. If a school's application meets the requirements of the grant scheme but was submitted after the funds have been exhausted, the school will be encouraged to resubmit the application the following year.

## Successful applications

You will be informed via email. Payment of funds is usually by BACS payment or Journal Transfer within two working weeks of being informed that your application was successful.

Once your project is up and running, we'd like you to keep in touch to let us know how things are going. This helps us create a picture of what's happening around the county which may be used to inspire other schools.



## Unsuccessful applications

Unfortunately, there may be occasions when we cannot accept applications. This may be for the following reasons:

- We received a high number of applications, and the number of applications has been fulfilled
- The application did not meet the criteria, or further information was required to make a decision.

If you are unsuccessful, you will be informed via email and where possible provided with brief feedback. If your application was not complete enough and more information was required, we can reconsider your application if the additional information to make the decision is received. Being reconsidered does not mean that you will automatically be accepted; all entries will be considered fairly.

