

CRITERIA

London Luton Airport - Greener Future Fund

A FUND MANAGED BY
BEDFORDSHIRE AND LUTON COMMUNITY FOUNDATION ON
BEHALF OF LONDON LUTON AIRPORT AS PART OF ITS
COMMUNITY ENGAGEMENT APPROACH



Bedfordshire & Luton
Community Foundation



London Luton Airport

PLEASE ENSURE YOU READ THIS SECTION AND MEET THE FOLLOWING REQUIREMENTS BEFORE YOU CONTINUE:

WHO CAN APPLY?

We are only able to consider applications from not-for-profit constituted groups/organisations that have clear charitable aims. Applications from the following types of organisations/groups and for the following types of activities will be considered:

	ELIGIBLE
Type of organisation (you can be any of these)	<ul style="list-style-type: none"> Registered UK charities, including Charitable Incorporated Organisations Community groups and small non-registered charities Community Interest Companies Limited by Guarantee without share capital, social enterprises and community benefit societies (please check our guidance on CIC's and Social Enterprises before applying) Parish and town councils (if activity is not part of their statutory duties) Schools, colleges, universities and Parent/Teacher & Friends Associations (for extra-curricular activities) Churches and other religious organisations (for non-religious activities)
Additional criteria for organisations (all required)	<ul style="list-style-type: none"> You must have a constitution or other governing document. You must be able to demonstrate that your purposes as an organisation are not-for-profit with clear charitable aims and objectives to make a real difference to the people within the community. You must have a committee/Board of at least three unrelated Trustees/Directors. If you have more than this the majority must be unrelated individuals with no financial interest in the organisation. You must be based within a 5 mile radius of Luton airport. You must have a proven track record of delivery and have been operating for at least 1 year. You must have a bank account in the name of the organisation with at least two signatories.
Type of activity (all required)	<ul style="list-style-type: none"> Your project will involve residents of Bedfordshire/Luton who live within a 5 mile radius of Luton airport. Your activity demonstrably contributes to at least one of the aims of the fund.

Please also check Appendix A for exceptions and more information about ineligible organisations and activities. Contact us if you have any questions or need more information.

INTRODUCTION & AIMS

The Greener Future Fund is administered by the Bedfordshire & Luton Community Foundation (BLCF), on behalf of London Luton Airport Operations Ltd (LLAOL).

LLAOL has ambitions to have a positive impact on the environment and local community and as part of their new 'greener future' grant funding they are looking for applications that can demonstrate how they can help support increasing biodiversity, having a positive impact on the environment in the local community through education and innovation programmes and initiatives.

The fund enables [non-profit groups and organisations](#) in the community to apply for funding to support the following areas:

- Increasing biodiversity
- Environmental education
- Carbon reduction initiatives

Examples

- Increasing biodiversity through re-wilding, tree planting, grass restoration, hedge row planting, vegetable gardens and habitat
- Having a positive impact on the environment through monitoring local species, raising awareness of pollution (air, soil, water), waste reduction and other environmental awareness and behaviour-change projects
- 'Net Zero'* and other carbon reduction initiatives which aim to reduce emissions and improve air quality. Innovation projects are particularly welcome.

** Net Zero definition: Cutting greenhouse gas emissions to as close to zero as possible, with any remaining emissions re-absorbed from the atmosphere, by oceans and forests for instance. Source UN*

We particularly welcome applications that provide educational initiatives to build sustainability and legacy in the above areas, as well as high-impact innovation projects.

GRANT INFORMATION

Grants of up to £10,000 can be considered for organisations based and working within **5 miles radius** of the airport.

For exceptional one-off innovation projects with significant, sustainable environmental impact, the panel may consider higher bids. In this case, please speak to BLCF BEFORE submitting an application. Applications for higher bids will follow the same process.

Funded projects/initiatives must take place within a timeframe of up to **1 year** and will be expected to start promptly as per dates agreed with BLCF. Interim progress reports will be expected from successful applicants as well as final grant monitoring which must usually be submitted two weeks after completion of the activities.

If your project does not quite fit this timeframe (eg due to seasonal requirements), please contact BLCF to discuss this BEFORE applying.

SUPPORTING DOCUMENTS

The following supporting documents must be uploaded with your application alongside a **copy of the full budget breakdown for the project/activity:**



If you do not have an Equal Opportunity or Safeguarding policy, please get in touch before applying.

MONITORING AND EVALUATION

Successful organisations will be required to:

- **Complete an interim progress report** (6 months into the project)
- **Complete an end of grant** report at the end of the project
- **Accommodate visits** by BLCF and a representative from LLAOL, if requested. NB There may also be opportunities for volunteering or broader support from LLAOL, alongside the grant funding.
- **Provide photos** to show how the funds are being used (not of objects but rather telling a story with people in).

During the grant (at reporting stage) we will be asking how the grant was spent, whether the outcomes were achieved or not, the difference the project has made, as well as any key issues and lessons learnt. Therefore, before beginning the project, we suggest you consider the following:

- Who will write the interim progress reports and end of grant monitoring form report
- What your aims and objectives are and how will you track progress against these
- **How you will measure impact** for the areas of focus for the fund, to help evidence positive environmental impacts so far achieved
- How you will collect **beneficiary data** (those people that have accessed the project/initiative)- this will include number of beneficiaries, ward area or village, age and ethnicity as a minimum
- What information you will collect:
 - Quantitative data (numbers) – how many people are taking part or using the service, achieved goals (e.g. employment, improved health)
 - Qualitative data (stories/case studies) – feedback from users and volunteers, observed increase in skills, confidence etc.
 - Learning – feedback from project participants, what went well, what would you do differently etc.
 - Feedback from partner organisations

ADDITIONAL INFO

All applications will be reviewed and are subject to a thorough assessment and relevant due diligence checks by BLCF. [Find out more here](#). Applications will be checked against the fund's criteria and only those that clearly meet those criteria will be presented to the decision panel. We reserve the right to decline or accept any application according to the decision of the grants panel.

Your local CVS will be able to provide advice and guidance around alternative funding available or further support for your organisation/group, Bedfordshire based organisations can visit www.cvsbeds.org.uk for details.

Only requests for funding made via the official online application form will be considered. The form can be accessed via our website under the appropriate grants tab: www.blcf.org.uk

If your grant application is successful, and it is appropriate, you may be invited to take part in the LLAOL environmental education program in 2024. Information will be shared with successful applicants in due course.

EQUAL OPPORTUNITIES

We are committed to promoting equal opportunities and to valuing diversity regardless of age, gender, race, ethnic origin, nationality, religion/belief, culture, language, disability, learning difficulty, sexual orientation, marital status, economic status, health status, or any other discriminatory grounds.

Should you have any queries about this criteria or applying to this fund please contact a member of the BLCF team who will be able to help either by phone: 01525 306690 or email administrator@blcf.org.uk

LINKS TO USEFUL WEBSITES

To find out more about what we mean by **biodiversity** you may find the following websites helpful:

[What is biodiversity? | Pages | WWF \(worldwildlife.org\)](#) or [What is the state of biodiversity in the UK? | Royal Society](#)

For help around what we mean by **carbon reduction**, you may find the following websites helpful:

[What is Net Zero? - Net Zero Climate](#) and [Charity Digital - Topics - How charities can engage in carbon accountability](#)

****This fund is only open to organisations who are based and working within a 5 mile radius of Luton airport****

APPENDIX A

The following types of organisation and activity cannot be supported under this fund. Please do not submit an application if these apply to you. Contact us for more information:

	WE CANNOT SUPPORT:
Type of applicant	<ul style="list-style-type: none"> • Individuals • Private businesses • Community Interest Companies limited by Shares. • National charities and their affiliates that are not providing clear local benefits. • Local Authorities (except Parish and Town Councils for activities which are not part of their statutory duties). • Organisations promoting political parties. • Organisations whose activities are inconsistent with public policy, for example, the promotion of terrorism or of sectarian interests.
Additional criteria for organisations	<ul style="list-style-type: none"> • Organisations holding a significant amount of free financial reserves. • Organisations that are already in receipt of 3 active grants via BLCF (as per our grantmaking policy). • Organisations that have not fully completed all sections of the grant application form, provided all other requested information and documents or who have not answered any subsequent questions put to them.
Type of activity	<ul style="list-style-type: none"> • Retrospective grants i.e. for items already purchased or activity that has already started. • Applications where those benefiting do not live in the defined areas. • Work normally funded from statutory sources or undertaken by or on behalf of statutory bodies and work undertaken by/on behalf of schools, colleges or universities as part of their statutory curricular activities. • Applications to use funds for a general appeal, sponsorship, or redistribution to other causes. • Work where the main beneficiaries are animals. • Trips or expeditions (including overseas). • Applications that support the furtherance of any one religion or political party.