

**Big Energy Saving Network (BESN) / Big Energy Saving Week (BESW) funding**

**October 2019 - March 2020**

**Application form**

**Please read the Application Guide carefully before completing this form.**

**This application will be used as part of your legal grant agreement.**

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| **Section 1 - Delivery organisation details** |

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| **Registered Delivery organisation name:** |  |
| **Centre Manager/ CEO name:** |  |
| **Centre Manager email:** |  |
| **Centre Manager telephone:** |  |
| **Secondary contact name (optional):** |  |
| **Secondary contact email (optional):** |  |
| **Do you have any access needs we should be aware of if we need to contact you?** |  |

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| **Declaration**  **Please print this page, sign the declaration and attach a scanned copy to your application email.**  **We understand that this application is for funding a new project. If successful, funding must not be allocated to, or used to extend a current project being operated by our organisation.**  **We declare that all the information provided on the form is accurate and we agree to the terms outlined in the application guidance.**  **We agree to the organisation being involved in marketing and publicity throughout the project period.** | |
| Role (Lead Contact): |  |
| Name (please print): |  |
| Signature: |  |
| Date: |  |

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| **Section 2 - BESN Funding Questions**    **In order to ensure that you have the required characteristics to deliver the project there are a number of essential answers that you must provide.**  **Please do not exceed the word limit. Any part of the response that is over the word limit will not be scored.** |

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| **2.1 - Region**  **This question will not be scored as part of the evaluation process, but may be used to allocate grants in order to ensure good geographic coverage. It will also help us to plan training sessions, to ensure they are accessible for all delivery partners.**  **Please indicate, using an X, which region your organisation is based in**: | | | |
| **East Midlands:** |  | **South West:** |  |
| **East of England:** |  | **West Midlands:** |  |
| **London** |  | **North Wales:** |  |
| **North East:** |  | **Mid and South Wales:** |  |
| **North West:** |  | **West Wales:** |  |
| **South East:** |  | **Yorkshire and Humber:** |  |

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| **2.2: Tell us about your organisation**  Explain why your organisation would be good at delivering Big Energy Saving Network.   * What demographic groups of consumers do you work with?   + E.g. Over 65s, health related, low income, families etc. * Why are your consumers considered vulnerable? * Why will your consumers benefit from advice about energy?   **Word limit: 250** |
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| **2.3: How will you deliver BESN?**  Please set out your organisation’s proposed approach to reaching 100 consumers per Champion. Provide details on:   * What type of events/activities you will deliver? * How will you engage vulnerable consumers? * How you will promote these events/activities? * How you will provide personalised advice and one-to-one sessions? * How will you ensure you meet your reporting requirements?   Please provide key milestones for your project, including when you will commence delivery and when you expect to have delivered 50% of your consumer advice target.  If you are applying for multiple Champions and the intention is for them to work together please ensure you clearly explain how you will approach this  **Word limit: 250** |
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| **2.4: How will you deliver Big Energy Saving Week?**  Please set out how you would:   * Deliver a minimum of 5 outreach events, per organisation, for local people * Encourage other partners to get involved with public-facing work, including through the dissemination of local resources and partnership working * Consider targeted education messaging for underserved groups in your community (rural, digitally excluded, people in vulnerable situations etc) * Run a sustained social media campaign during the week using resources provided * Plan and carry out a local media campaign engaging with local print, radio and/or television. * Engage local MPs and councillors in awareness raising activities * Monitor, capture and follow up on outcomes of engagement and consumer actions taken as a result of BESW, including completing client surveys   **Word limit: 500** |
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| **2.5: What contingency plans do you have in place?**  What contingency plans do you have in place should you be in a position where the project is under delivering? Take into account the following:   * What will you do in the event of low consumer engagement? * What will you do if delivery is slower than anticipated? * What would you do if a Champion left your organisation or was absent for an extended period? * How would you ensure that all BESW events are well attended?   **Word limit: 250** |
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| **Section 3 - Details of Champions**    **Please complete the section below for each Champion that you are applying for. Each Champion you apply for will be scored separately, we will use the score from the section below added to those in the section above.**  **You may apply for a maximum of 4 Champions**  **If you are successful we will ask for contact details for each Champion you have nominated.** |

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| **3.1: Details of Champion**  Please provide the name of your nominated Champion. They can be a member of staff or voluntary worker.  In the space below please provide details about:   * What type of events they have delivered and their role at those events in the past two years * What type of audiences they have reached * What support they have provided to vulnerable consumers * The outcomes consumers achieved as a result of their work * Details of any relevant experience or qualifications in giving advice on energy issues   **Word limit: 400** | |
| Name of Champion |  |
| Region |  |
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| **3.2: Details of Champion**  Please provide the name of your nominated Champion. They can be a member of staff or voluntary worker.  In the space below please provide details about:   * What type of events they have delivered and their role at those events * What type of audiences they have reached * What support they have provided to vulnerable consumers * The outcomes consumers achieved as a result of their work * Details of any relevant experience or qualifications in giving advice on energy issues   **Word limit: 400** | |
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