



**THE CHURCH  
OF ENGLAND**  

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**SUFFOLK**

## **NET ZERO CARBON QUICK WINS GRANTS**

The Church of England Environment Programme has recently provided funding to The Diocese of St Edmundsbury and Ipswich to support churches and church halls in delivering small scale Net Zero Carbon (NZC) works.

The Quick Wins fund can supply funding for up to 90% of your project's costs, to a maximum of £5,000. The diocese will be administering the fund, and our aim is to make the application process simple and to ensure grants can be awarded quickly. The funding programme will run until the end of 2025 or until all funding has been allocated. This means that projects that are awarded funding must be completed by 31st December 2025.

Your application must be submitted using the online application form. This form has been designed to be as simple as possible while also providing the diocese with sufficient information to make an informed decision on grant awards. The link to the application form has been provided below:

<https://forms.office.com/Pages/ResponsePage.aspx?id=nAqZZJlnQkSYj8uLnp27f8YNLDbielpOtCUZ0MO1RTIUMTIEM1kwVTA1MTA3NE04ODI3U0hUN0ZSVC4u>

### **Who's can apply and how much funding is available?**

Applications are welcomed from any Church of England church or church hall in the diocese wishing to carry out works to reduce the carbon emissions of their building(s). Grants of up to £5,000 are available to cover both the carbon reducing measures and other items, such as height access equipment, that will enable the works to take place.

A full list of eligible projects is available here:

<https://d3hgrlq6yacptf.cloudfront.net/5f214e41ab1e4/content/pages/documents/you-r-guide-to-projects-eligible-for-quick-wins-grant-a4-doc.pdf>

For convenience, a few examples of the items that are eligible for funding through the Quick Wins fund have been provided below:

**Works to the building itself** | Including repairs to roof and rainwater goods, insulating heating pipes, installing loft insulation.

**Heating and lighting** | Replacement of existing lighting (internal and external) with LEDs, installing a smart heating controller such as a HIVE or NEST, acquiring and using data loggers to understand heating and cooling of the building.

**Temporary heating solutions** | Heated chair cushions and boiler hire.

**Electrical upgrades – to enable electric heating to be installed** | Upgrade of electrical supply to increase capacity.

**Other** | Solar PV projects will be considered; however, the building should have carried out all other reasonable actions to reduce its energy use and ideally have replaced fossil fuel heating (if present) with non-fossil fuel heating

## **Eligibility criteria, application assessment and further information**

### **Eligible buildings**

- Churches and church halls where activities are taking place in a building owned by part of the CofE.
- The church must have completed and submitted the Energy Footprint Tool (EFT) in 2024. If the church hasn't completed the EFT in 2024, then it will not be able to apply. If funding is still available in 2025 the church will become eligible for a Quick Wins grant once it completes the EFT when it reopens in 2025.

### **Ineligible buildings**

- CofE congregations meeting in rented or leased accommodation owned by others.

### **Cross-funding of projects with other Building for Mission or Net Zero Carbon grant streams**

- Cross-funding of projects which meet the requirements of both the Building for Mission Minor Repairs and Improvements Fund and Quick Wins Fund is eligible.
- A church which has previously received a grant from the NZC Programme (for example a Give To Go Green match-funding grant) is eligible to subsequently

receive a Quick Wins grant for a separate NZC project, where this project was not previously funded, or for NZC works which are the next step in a larger project to support the transition to net zero carbon.

### **How will applications be assessed?**

Applications will be assessed based upon the carbon emission reductions a project will achieve and/or the amount of energy they could save, the project's readiness level and likelihood of completion by the project deadline (31st December 2025), and the suitability of the project. In the event of the grant being oversubscribed then other criteria may be considered, such as whether the church is a registered "Eco Church" and the deprivation rank of the Parish.

Projects should demonstrate that they will achieve reductions in carbon emissions, such as through energy efficiency improvements or by either replacing or enabling the future replacement of fossil fuel heating systems. If your proposed project is on the list of eligible projects, then it should achieve this objective.

### **Permissions required for works**

Please note that all relevant permissions (e.g. list B, faculty) must be sought prior to commencing or carrying out any works – you cannot instruct any contractor to proceed until you have the necessary consents, and the award of a grant from this scheme does not prejudice the faculty application process or otherwise influence the faculty process. The DAC should be consulted to confirm what permissions may be required for any proposed works. If a full faculty is required for works you should ensure that ample time is allowed for the process, considering the schedule of DAC meetings and notice periods.

### **Grant funding awards**

Up to 90% of the project cost can be funded by a grant, provided the sum does not exceed £5,000. VAT on work is also eligible to receive grant funding, however if the proposed works qualify for the Listed Place of Worship (LPW) scheme for the reclamation of VAT then this element will be excluded from any grant awarded. You can find guidance including on whether your works are eligible under LPW by following the link <https://listed-places-of-worship-grant.dcms.gov.uk>

Half of any grant awarded will be paid on approval of the grant, with the balance being paid after the completion of works and submission of relevant supportive documentation such as a contractor's invoice or Certificate of Completion.

### **When to apply and what happens next**

Applications are welcomed from 1st October 2024. Please read the application form and these guidance notes carefully, complete the application form in full and provide

all requested information. Incomplete submissions cannot be considered so please ask for help before submitting if you are unsure about anything.

Your completed application together with any supporting documentation must be received in full by 5th November at the very latest. For all queries about the fund, the application process or to discuss your planned NZC project, please contact the diocese's Net Zero Carbon Officer at: [james.rolls@cofesuffolk.org](mailto:james.rolls@cofesuffolk.org) or 07394 568404.

All applications will be reviewed by the grants panel during the week starting 18th November and you will be informed of the outcome soon after this date.

Further application rounds will be advertised after the round one deadline on 5th November.

### **Use of personal information**

As part of the application process and to help us administer the grant funding, we will be collecting some personal information of the applicant, such as their name and contact details. If you would like to understand how your personal information will be processed, please see the privacy notice here:

<https://d3hgqlq6yacptf.cloudfront.net/5f214e41ab1e4/content/pages/documents/privacy-notice-generic-v2.pdf>

## Net Zero Carbon Quick Wins Application Form – for drafting your response

Your application must be submitted using the online form available here:

<https://forms.office.com/Pages/ResponsePage.aspx?id=nAqZZJInQkSYj8uLnp27f8YNLDbielpOtCUZ0MO1RTIUMTIEM1kwVTA1MTA3NE04ODI3U0hUN0ZSVC4u>

This Word version has been provided to allow you to review the questions and draft your responses, which you can then copy and paste into the online form.

Your answers can be written in the boxes provided.

Parish name:

Building name:

Building address (including postcode if possible)

Will you be applying for funding for works to your:

- Church
- Church hall
- Church and church hall
- Other

*If you're applying for funding for a church hall or other building, please confirm who owns it.*

- Part of the Church of England – e.g. the PCC.
- Other – not owned by part of the Church of England

Are any of the buildings listed?

- Yes
- No

Has your church completed the Energy Footprint Tool in 2024? Only churches that have completed the Energy Footprint Tool are eligible for a Quick Wins grant.

- Yes
- No
- Don't know

Has your church completed the "Practical Path to Net Zero Carbon" checklist from the National Church? (available here:

<https://www.churchofengland.org/resources/churchcare/net-zero-carbon-church>)

- Yes
- No
- Don't know

Applicant name

Applicant's role in the Parish

Applicant phone number

Applicant email address

You'll be asked to tick all of the codes of the eligible projects you are carrying out. The codes are available in the Quick Wins application guidance document (for example, if you're repairing your roof and insulating heating pipes, you would tick "A1 and A3"). The box below has been provided for you to note down the codes if needed.

What permissions need to be granted prior to the project works commencing

- List A
- List B
- Faculty
- Don't know – more advice required

Please provide a brief description of the proposed works.

What is the expected impact of the works on the carbon emissions of the church/church hall, and how will this help your church to achieve net zero carbon by 2030? Please provide details of the estimated savings in energy usage and/or carbon emissions if these details are available.

Have you obtained at least two quotations for the work?

- Yes
- No

What is the approximate project cost (£)? Please include all project costs, including contingency.

How much money is the parish willing / able to contribute to the cost of the project? (£)

Does the parish currently have those funds available, i.e. if the grant was awarded could the project go ahead immediately?

(In this case "immediately" means only that sufficient capital will be available to complete the project, not that permissions/faculty have already been granted for the project.)

- Yes
- No

Other funding applications (made or granted) to be allocated to the works (£)

Quick Wins grant request (£)

Project Management: who will have oversight of the work and be accountable for its delivery?

Is there a PCC resolution supporting the works?

Yes

No

I, the applicant, confirm that the PCC are aware of and support this grant application:

Yes

No

The following documents may be required and must be sent to [james.rolls@cofesuffolk.org](mailto:james.rolls@cofesuffolk.org) upon request. Please confirm that you are willing to send these documents as soon as they are requested and prior to the application review date.

Works specification

Works quotations

Most recent PCC accounts

Project energy/carbon savings (if not already supplied)

Declaration:

I understand that any grant awarded is only to be spent on the specified works, that works must be completed by 31<sup>st</sup> December 2025, and that proof of expenditure must be supplied to The Diocese of St Edmundsbury and Ipswich on completion of the grant-funded activity so that the reserve of grant can be released. I confirm that should this application for grant funding be successful, all necessary consents (including faculty, planning permission, building regulations approval etc.) will be sought and received prior to the commencement



of any works activity, and that any reasonable requests for project progress updates received from The Diocese of St Edmundsbury and Ipswich will be responded to promptly and in full.

I understand and agree