

Annex B: Defra local authority air quality grant application form 2013/14

Submission on behalf of:

Enter Local Authority or Group of Authorities

Enter Lead Contact Name

Enter Lead Contact Email

Enter Lead Contact Phone Number

Enter Date

Application for air quality grant for local authority capital expenditure on a project to be carried out in connection with air quality management duties under Part IV of the Environment Act 1995. This application form should be a stand-alone document. No additional supporting documentation, such as commercially sensitive quotes for project work and diagrams, will be accepted.

These blue instruction boxes are used throughout the application form, to provide guidance on completing this form.

Further information which will help in the completion of this form can be obtained from the LAQM helpdesk (0800 032 7953 or email LAQMHelpdesk@uk.bureauveritas.com).

Applications will be evaluated against the following:

- Quality of the proposed project.
- Proposals to evaluate the effectiveness of the project.
- The plan to disseminate findings more widely.
- The extent to which the project outcomes are more widely applicable/reproducible.
- The extent to which the project provides value for money.
- The suitability of this funding opportunity for the project.
- Whether or not additional or match funding has been identified for the project

Applications to fund the continuation of AURN or local monitoring sites, unless essential to implementing specific actions to reduce NO₂ will not be assessed.

This form must be returned to air.quality@defra.gsi.gov.uk before 5pm on 28 June 2013. Defra reserves the right not to accept or evaluate any applications received after this time and date.

Section 1: Contact Information

1. Local authority name/address/email and phone number

Only certain authorities are eligible to apply for grant funding as set out in the introductory letter. Please see for more information on which these are.

Where the application is for a cluster or group of authorities, please provide details for the lead authority with names of the other authorities in the group. Please give an indication of the proportion of input to be had by each local authority to managing the project and/or undertaking any of the project work. Eg Local Authority 1 – 80%, Local Authority 2 – 15%, Local Authority 3- 5%.

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and has been archived.

Section 2: Technical Information

2. Which pollutant(s) does the project target?

Please indicate which pollutant(s) the proposed project will tackle. The 2013/14 Grant must focus on NO₂ issues.

NO_x/NO₂

NO_x/NO₂ / PM₁₀ / PM_{2.5}

any additional pollutants

If additional pollutants please provide details

3. Please detail the aims and objectives of the proposed project.

Please provide details of the aim(s) of the proposed project and where possible relate these to measures relevant to your air quality action plan. (200 words or less)

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4. Provide a brief description of the proposed project for which funding is being sought.

Please describe what the proposed project will involve. Include details on what and how this will be done, any public or private partners (refer to MOU for information on confidentiality), the overall timescale for implementation and the project duration. Where projects are to be match funded (see para.10) please describe what the air quality grant part of the project will deliver. (500 words or less)

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5. What are the key benefits and outputs of the proposed project?

Please provide details of the key benefits and outputs of the proposed project including those benefits to the local authority / authorities and others. Letters of support from third parties evidencing the wider benefits of the project should be provided where possible

Please detail wherever possible the potential reductions in levels/emissions of the pollutant of interest that may be anticipated as a result of the proposed project, how the project may enable the local authority to make an evidence-based decision to implement measures or not, and/or how the project will enable successful cooperation and knowledge transfer between local authorities to tackle pollution issues. Please detail whether or not the project will generate any intellectual property. (300 words or less)

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6. Please detail how the proposed project will contribute to national efforts to achieve compliance with the Air Quality Objectives and EU limit values.

Please provide details of how this project could benefit efforts to tackle air quality issues across the country and how it could help tackle other environmental issues such as the emission of greenhouse gases and noise. (200 words or less)

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7. Detail any previous work carried out in this area that the work will build upon.

Please provide details of any previous work, such as previous projects, reports, which have been used in the planning of this project, and detail how these earlier findings will be expanded upon in this project. Applications will not be penalised if there is no earlier work to reference. (200 words or less)

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8. How will implementation of the project be monitored, success measured and the project evaluated?

Please provide outline details of the selected success criteria for the proposed project and preliminary thoughts on how these will be monitored and the project evaluated. (200 words or less)

Please ensure your response relates to the project for which funding is being sought and not a future project which may, or may not, come out of any feasibility work.

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9. How will any findings be disseminated for the benefit of other local authorities?

Please provide details on how the findings of this project will be distributed. For example, will a report or guidance note be produced? Will the results be presented at air quality working groups or similar organisations? Information on a website etc. (200 words or less)

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Section 3: Financial Information

Please see for information and details on other potential funding streams for air quality management.

10. Please answer the following questions:

a. Could the proposed project be financed through Section 106 agreements relating to planned developments?

Yes No Don't Know

b. Could the proposed project be financed through the Mayor of London's Air Quality Fund?

Yes No Don't Know

c. For Authorities outside of London, could the proposed project be financed through use of the Local Sustainable Transport Fund?

Yes No Don't Know

d. For London Boroughs Only, will this project be match funded through the 2013/14 LIP annual spending programme?

Yes No Don't Know

If **“yes”** for **a, b** or **c** please provide details on what has been explored, whether these have been successful, what is currently being explored or is awaiting decision and any plans you have for any (further) investigation of these funding routes. (100 words or less)

If **“yes”** for **d**, will the project be identified in the TfL LIP Annual Spending proforma by detailing the Defra grant funding (and any other

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funding) which is contributing towards the costs of measures? (100 words or less)

e. Please provide details of any other public funding awarded

for the proposed project (50 words or less)

f. Please provide details of any other public funding sought for the proposed project and the extent to which the project is reliant on this funding. 50 words or less)

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g. Please provide details of any third party contributions, either financial or through support, available for the proposed project.

For example, will the project be supported by any private sector companies, or research bodies?

Please provide a figure in £ for the total third party funding applicable to or required for the delivery of the project. Please outline any conditions attached to this funding. (200 words or less)

h. Please confirm the planned financial contribution by the local authority / authorities to the project and the proportion of the total. Where more than one local authority is contributing please provide a breakdown of the total costs by local authority.

£ total cost
% of total

Breakdown (if multiple authorities)

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11. Please identify the total financial support sought for the proposed project, breakdown of this figure into categories and work packages and information on how has this been calculated.

Please note there will not be a chance to later revise any amounts requested here and Defra may decide not to award the full level of grant funding you request.

Breakdown: please breakdown the total cost into the categories below. In addition, if the project has milestones or discrete packages please describe how the total cost is split between these packages, % figures or financial breakdown would be useful. Breaking your work into work packages can help our assessors in understanding and awarding funding which will ensure the success of the project.

Calculation: For example, have quotes been sought or have man hours been estimated for specific elements of the project? Please do not attach commercial in confidence quotes or name contractors.

Please note that where you seek to procure the supply of any goods, works or services from a third party you shall ensure that procurement complies in all material aspects with all relevant European and UK Legislation on public procurement, including without limitation the Public Contracts Regulations 2006.

The amount of grant requested should be made of the basis that the amount requested from the Authority takes account of all VAT liabilities and you shall not charge VAT on any expenses which are not chargeable to VAT.

Equipment:	£	
Labour:		£
Consumables:		£
Other:	£	
Total:	£	

If the project has milestones or discrete work packages please provide information on the split of these packages below (50 words or less)

Information relating to how the total has been calculated (50 words or less).

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Please Note: The Deadline for Submission of Grant Applications is 28 June 2013.
Please return to air.quality@defra.gsi.gov.uk