



For office use only

Project reference number	
Date received	
JCCF	
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Climate Challenge Fund Application Form

Applicant Organisation from Q1.1	Lochwinnoch Millennium Events Group (LMEG)		
Project Name from Q2.1	LEAP 3 – Local Energy Action Plan		
Length of project	3 Years	Project Start Date	01/04/2012
CO₂e reduced from Q2.6	1,825 Tonnes CO ₂ e (5,019 Tonnes if using CO ₂ assumptions used in LEAP2 application)	Total CCF grant applied for	£442,500 Main Fund: £ 353,000 (80%) JCCF £ 88,500 (20%)

Before completing this form you should read through the Guidance Notes which give detailed information and guidance for each section of the form. Please email the completed the form to the Climate Challenge Fund (CCF) Team at:

Email: ccf@ksbscotland.org.uk

If you are having problems with scanned signatures, please post or fax a hard copy of sections 5 and 6.1 to

Post: Climate Challenge Fund, Keep Scotland Beautiful, Wallace House, 17-21
Maxwell Place, Stirling,

FK8 1JU

Fax: 01786 464611

If you require these documents in alternative formats, other community languages or in large print, please contact a member of the Climate Challenge Fund Team on 01786 468779.

1.0 ABOUT YOUR ORGANISATION

1.1 ORGANISATION NAME

Lochwinnoch Millennium Events Group (LMEG)

1.2 CONTACT DETAILS

Main Project Contact:	Carol Gemmell
Position:	LEAP Project Manager
Address 1:	LEAP Office, 22 Church Street
Address 2:	Lochwinnoch
Address 3:	Renfrewshire
Postcode:	PA12 4AD
Telephone:	01505 842 530
Email:	leap@lochwinnoch.info
2nd Project Contact:	Martin Mansell
Position:	Chairman, LEAP Steering Group
Address 1:	69 Calder Street
Address 2:	Lochwinnoch
Address 3:	Renfrewshire
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Telephone:	01505 842 380
Email:	mamansell@hotmail.com

1.3 ORGANISATIONAL STATUS Please tick the box(es) below which describes the status of your organisation. Please see Guidance Note 1.3 for more information about these organisations

Community Council	<input type="checkbox"/>	Industrial & Provident Society	<input type="checkbox"/>
Community Interest Company	<input type="checkbox"/>	Locally managed housing association	<input type="checkbox"/>
Company Limited by Guarantee	<input checked="" type="checkbox"/>	Registered Charity	<input type="checkbox"/>
Constituted Group / Voluntary Association	<input type="checkbox"/>	School	<input type="checkbox"/>
Development Trust	<input type="checkbox"/>	Scottish Charitable Incorporated Organisation	<input type="checkbox"/>
Faith Group	<input type="checkbox"/>	Other (please state below)	<input type="checkbox"/>

Please attach a copy of your current constitution, Memorandum & Articles or other governing documents. If your organisation is a Registered Charity or SCIO, please provide your Scottish Charity Number.

Company Number SC228833 Charity Number SC033225

If you are not yet constituted, please speak to us about your plans for formalising your organisation. We can provide a range of support to help you. You can apply to us without a constitution, but if you are successful, we cannot pay out any funding until your organisation is formally constituted – see section 1.3 of the Guidance Note.

1.4 BACKGROUND OF APPLICANT ORGANISATION

Please provide background information about your organisation. Refer to 1.4 in the Guidance Notes for further information on the level of detail which is required.

LMEG Lochwinnoch Millennium Events Group

The applicant organisation is LMEG; Lochwinnoch Millennium Events Group, a company limited by guarantee with charitable status. LMEG was constituted in 2002 and operates for the promotion of rural regeneration for the public benefit of Lochwinnoch and district. (See Appendix 1.0 for Memorandum and Articles of Association and Appendix 2.0 for a bank statement) The directors of LMEG are a voluntary team of local villagers;

David Arthur, Duncan Bremner, David McCusker, Sue Richardson, Graeme Skelton and Stephanie Williamson

LEAP Steering Group

The Project team are managed by a Voluntary Steering Group, who originally founded the project in early 2010;

Martin Mansell, Stephanie Williamson, Dave Mellor, Lynn Jones, Lesley Scott and Jen O'Brien

The Steering Group successfully applied to CCF for funding, through LMEG, in Spring 2010 and received £65,900 funding for the LEAP1 Project, Ref: CCF-753. See Appendix 3.0 for LEAP1 CCF Final Report. In Spring 2011 a further £139,010 was secured from CCF for the LEAP2 Project, Ref: CCF-1189 which runs from 1st April 2011 to 31st March 2012. See Appendix 4.0 for LEAP2 Interim Update Report.

LEAP Project Team

The current CCF funded project, LEAP2, is being delivered by a Project Team reporting into the Steering Group;

Project Manager Carol Gemmell, Energy Advisors; Rob Welsh, Alan Vince, Nicola Smith, Simon Knott and Scott Duncan

The objective of the project is to assist 300 targeted householders in 3 neighbouring villages reduce the energy wasted in their homes. In Lochwinnoch, the pilot village, LEAP is also exploring opportunities for further carbon savings from renewable energy generation, food and transport initiatives. The Project has an office in Lochwinnoch and also operates from The Old Library Centre in Kilbarchan. Recently short listed for an RSPB Sustainable Development award, LEAP is perceived as a valuable independent resource in these communities (Appendix 5.1 Community Consultation Findings).

Local Volunteers

The LEAP project team facilitate the voluntary groups set up during the LEAP2 project group; The Renewable Group and the Food Group: Eat Lochwinnoch, whose members are all local community residents. These groups use the LEAP office facilities to meet on a regular basis and have advanced many of the original pilot feasibility elements of the LEAP2 project, for example the Lochwinnoch Food Festival, Mini Food Market and the Local Hydro Survey.

Web site – if available

www.lochwinnoch.info/leap

2.0 ABOUT YOUR PROJECT

2.1 PROJECT NAME - This is the name we will use in award announcements and on our website

LEAP 3 – Local Energy Action Plan

2.2 PRESS RELEASE - please provide 2 sentences which describe your project – what you will be doing, who will be doing it, where, and what will it lead to.

This will be used in any press releases from the Scottish Government, and on the CCF website to describe your project.

Commencing April 2012 and over the next 3 years LEAP (Local Energy Action Plan) will enable householders in Lochwinnoch and 3 neighbouring villages to reduce energy wasted in their homes. The project will develop car clubs and lift sharing schemes, expand local food producing initiatives and provide greater access to Climate Change information through local schools and other organisations working with children and young people in these local communities.

2.3 PROJECT DESCRIPTION - short description (max 500 words) You should use this short narrative to give an overall picture of your big idea. You may wish to come back and write this section after you have completed the rest of the application. Please read section 2.3 of the Guidance Notes for what should be included here.

LEAP3 will assist local people to reduce their carbon emissions and live more carbon efficiently, locally and sustainably. LEAP3 will work with householders, children and young people in the neighbouring communities of Lochwinnoch, Kilbarchan and Howwood and from year provide services to a 4th village, likely to be Bridge of Weir.

The differences the project will make focus on three key areas:

Energy – The project will help local people in these communities reduce energy wasted in their homes by encouraging behaviour change and enabling adoption of suitable insulation measures. The project will target hard to treat properties and use a variety of locally focused activities to galvanise action to improve energy efficiency.

Transport – Reduce transport fuel emissions, single occupancy car travel and car dependency by enabling residents to reduce car usage and increasing use of public transport.

Education – Increase understanding of climate change, energy efficiency, local food production and sustainable living, working in partnership with the local schools on a programme of activities devised with children on the eco committees. Development of school allotment spaces and workshops will engage with wider community local food sourcing activities to encourage more environmentally responsible lifestyles within the villages.

The principle activities over the 3 year project leading to these carbon reducing outcomes include:

Energy – 600 Targeted Home Energy Checks in domestic properties across these communities; 'Home' and 'Drop In Centre' Energy Checks with qualified Energy Advisors, 300



Draught Tests and 300 Thermal Images targeting hard to treat properties, energy monitor lending and smart meter trials. Neighbourhood successes will be used in case studies to encourage peer action. Targeted messages; money saving, improved comfort levels and environmental benefits will be used in local workshop sessions to raise awareness of the impartial, locally tailored advice provided through the project.

Transport – Car Club Schemes in Lochwinnoch and Kilbarchan, Transport survey to understand principle driving routes and activity within the communities, to identify opportunities for and encourage lift sharing. Improve awareness and influence public transport services.

Education – Deliver a learning programme targeting P1 to P7, encompassing energy efficiency, recycling, composting, walking to school and the development of outdoor growing spaces. Raising awareness of climate change issues in the wider community, development of local food markets, low carbon cookery classes and food distribution schemes, maximising the interface between the school and community activities.

While developing LEAP3's objectives, the team have undertaken wide ranging community consultation inclusive of local residents who have engaged with the services LEAP has offered in years 1 and 2 (LEAP has been funded by CCF since April 2010) but also those residents who have not yet engaged. Local residents have participated in the design, development and prioritisation of the initiatives contained in this funding application and will continue to feed into improvements as the project is delivered over the 3 year period. The LEAP team feel well placed within the local community to deliver these carbon reducing outcomes and gain confidence from the success achieved thus far in the project and positive feedback received.

2.4 PROJECT COMMUNITY – Please describe how the project community has been engaged in the development of this project and how they will be involved in delivering the project if funded.

Also, in this box, please define the boundaries of your community, for example by postcodes or street, or the specific groups you are working with (children, older people, etc.) See section 2.4 of the Guidance Notes for further information to help you fill in this section.

See Appendix 5.3 – LEAP Community Consultation Process, where a more in-depth report on how the community consultation process was undertaken is available.

To successfully develop the project plan for the forthcoming 3 years, LEAP conducted a range of consultation activities which were continually shaped to take account of feedback from the community. The consultation process, conducted under tight time scales, successfully gathered a wide range of community views by involving key stakeholders, the LEAP staff team, key members of the community including the steering group & volunteers which helped raise awareness within the villages of the consultation process.

The primary aim was to gather and assess feedback from the target groups to shape LEAP's future work and ensure activities were developed with the community at the heart of the project.

134 local residents completed the LEAP Consultation Survey during October and November 2011. The survey targeted residents of Howwood, Kilbarchan and Lochwinnoch. The methods used to gather responses varied to help reduce barriers to participating in the process and engage with as wide a social economic spread as possible. Details of feedback are outlined under community baseline in Section 2.6 and in Appendix 5.1 & 5.2:

97% of the target communities surveyed said they would support the continuation of the LEAP project

89% said they would recommend the project to friends and family

Participative visioning and consultation events also took place to help key stakeholders, partners and members of the community to prioritise actions and identify what was possible within the scope of this application. (Additional ideas which were not a close fit with the CCF funding guidelines may be taken forward outwith the CCF application.)

Comments made by local resident through the consultation process:

“.. this community based project is particularly topical and valuable to the local population. I hope it gets the chance to expand.”

“A fantastic resource in the village every village should have one.”

“..long may it continue, it feels like a really local provision, when things feel as if they are being centralised for other services. It's probably (if I am honest) the first community service I have used and I have been in this area for 14 years!”

Geography

LEAP has recognised the need to increase the capacity of the project to include new geographical communities within the proposed 3 year plan and also to target new groups within the villages currently involved with LEAP. To enable LEAP3 to make the most effective use of resources, skills and experience, the proposed communities covered within this application are based on not ‘spreading the project too thin’ while supporting a new, neighbouring village. There have been a considerable number of enquiries from residents in Bridge of Weir, keen to access LEAP services, it would appear to be a logical next location, (also being within the Renfrewshire Council boundary). However, during Year 1 of LEAP3 further consultation will be undertaken to ensure this is the most appropriate next community to target.

Village	No of Households	Total Population	Post Code Area
Bridge of Weir	1917	4,635	PA11 3AA to PA11 9AD
Howwood	605	1,216	PA9 1AA to PA9 1YP
Kilbarchan	1552	2,977	PA10 2AB to PA10 2WX
Lochwinnoch	1125	2,230	PA12 4AA to PA12 4NB
	5199	11,058	

(Census 2001 - Scottish Government Figures)

LEAP3 will engage with these communities with targeted support. The aim is to gain as much exposure as possible in year 1 within Howwood, then to focus resources into Bridge of Weir (following further consultation) in years 2 & 3. Whilst over the whole period support the villages of Kilbarchan and Lochwinnoch and continue to support the projects running in Howwood within the Education priorities.

Targeted approaches

LEAP 3 is able to take new and novel approaches to reach new target householders across the 4 communities while still taking advantage of past experience as to what works most effectively with a range of housing stock and across the different villages. Within the communities where LEAP has worked with LEAP1 & 2, there are still opportunities to help address measures within these communities, by evolving the approach it is estimated that at least 40% of (863) households (within Kilbarchan and Howwood) have yet to be targeted.

LEAP2 has, for example, ‘soft calling campaigns’ across Howwood and Kilbarchan, which covered approximately 60% of the households, this lead to a strong foundation to meeting the targeted number of HEC’s, however with a mix of approached and new targeted marketing LEAP3 will be able to work with new members of the villages to help create behaviour change and implement practical measures giving new CO2 reductions locally.

Specific social economic groups that are now recognised as a target within the local community include;

- Children and Young People (JCCF) - Linked with families based on pilot
- Older adults (linked with elderly forum, community councils and partner projects)
- Local volunteers
- Householders who would prefer to carry out HEC's outwith their home
 - Meet through HUB, engaging through local groups, outreach & drop-in

Energy

With the ability to resource the staffing within the 'community HUB's' in Lochwinnoch and Kilbarchan alongside initiating new approaches to engage with new target members of the community LEAP will be able to support local members of the community who have not yet been involved for a variety of reasons.

Specific meetings such as with the elderly forum show that 'energy prices and benefit entitlement' were key areas that now require additional support within specific group within the community. LEAP3 with new approaches including, community based surgeries, drop-in services and outreach will be more able to address the needs of members of the community who have not had the support in the past.

Though engaging householders in the past it has been highlighted that services could be improved and changed to fit the needs of individuals in the community as well as make them more attractive to engage a wider audience.

Food Group example

An example of where facilitation of a community group that is leading to new opportunities to meet the needs of the climate challenge is the food group. LEAP has supported further community consultation to help focus on community needs and help address local transport and food related efficiency measures.

There is proven need for community driven projects centred on food; LEAP is able to facilitate factors that would enable the local group to continue to have a low carbon approach to the activities and also further develop the model to help implement additional measures suggested within the community such as low carbon cookery and food distribution networks. The food group continues to engage the community in consultation and surveys to help shape the future work that they are planning and ensure that the work is supported and directed by the local residents.

Transport Example

The 'Lochwinnoch Car Club' requires a focused membership. Within the 2011 LEAP community survey 58% of responses said that they felt 'Lochwinnoch Car Club' was important or very important. The pre launch membership sign up currently sits at 20 members, with an expected 10/12 members signing up for paid membership at launch (planned April 2011).

The key funding partner for this project (Car Plus) has an initial project proposal which would dovetail with the LEAP3 funding if successful. Development sessions have been facilitated by Car Plus to enable LEAP to learn from other models such as Sparewheels, Dunbar and Fintry Development Trust Car Club, enabling LEAP to create a sustainable model that is more likely to succeed and meet the needs of the local community.

This project initiative is seen as a local community service that will help reduce car ownership (aiming to displace second/third cars within membership households), move members from less fuel efficient vehicles to 'Car Club' vehicles that are classed as higher than national average for fuel efficiency. This project will have environmental and economic benefits for its members and their families.

The national SPT 'Journey Share' Lift Share scheme is undersubscribed with only 6 local people for example in Lochwinnoch signed up. 65% of LEAP 2011 survey respondents who

said a 'lift share scheme' is important or very important. This level of interest provides a baseline to working towards supporting the community to use the national initiative or implement liftsharing at a local level.

Junior Climate Challenge Fund (JCCF)

Pilots 'Energy Detectives' workshops with the upper primary schools (in Howwood, Kilbarchan & Lochwinnoch) and Climate Change assemblies lead to noticeable behaviour change, plus an additional link with families of the children involved which generated an additional 21 HEC's. Work with children and young people offers the additional benefits and opportunities of work at a more grass roots level with local householders.

Specific activities with schools, children and young people will include work predominately across Howwood, Kilbarchan, Lochwinnoch primary schools as the pupils attending these schools are predominantly from families who live within the 3 communities where LEAP has most experience. The associated secondary schools are Johnstone High and Gryffe High (associated with Bridge of Weir). The number of pupils involved are shown below:

Primary Schools	Roll
Bridge of Weir	378
Howwood	125
Kilbarchan	228
Lochwinnoch	256
Associated Secondary School	
Johnstone High	1088
Gryffe High	946

(Renfrewshire council 2010/2011 - School roll)

The structure of this aspect of the application was shaped by consulting young people in Howwood, Kilbarchan and Lochwinnoch primary schools, including focus group meetings with pupils (lead by school's eco committees) following pilot activities in LEAP2 in the three schools. Meetings with senior management within the primary schools also took place to look at how children's ideas could fit with the aims of the school and PTA in the development of a Junior CCF programme run by LEAP3.

The feedback from the children and young people involved in the consultation so far has been very positive and they 'are really looking forward to working with LEAP'. The learning that had taken place during the Energy Detective Pilot Workshops within the schools was very apparent and extremely well received in all three primary schools.

The work delivered through the JCCF is planned to be flexible enough to be shaped by the views of children and young people, with the opportunity to continue to work with the eco committees, gain feedback from participants and develop a young stakeholders group. The aim is to be a key stakeholder in partnership with the young people rather than a project that is 'delivering at young people'.

The focus of this element of the project is to work with these core primary schools, however it was recognised that wrap around after school care groups and the associated secondary schools provide an opportunity to bring young people together and help the project deliver its specific initiatives. For example, linking young people from Kilbarchan primary with young people from Johnstone High, to help reduce vandalism to the primary school outside spaces.

The objective is to ensure the views of the people who engage with the project are reflected in the project's priorities over the forthcoming period. Continue to improve with feedback from the community and aim to shape the work with the local communities at the heart of the decision making process.

2.5 JUNIOR CLIMATE CHALLENGE FUND - Is your project specifically targeting young people under 18? Section 2.5 in the Guidance Notes has further information about the Junior Climate Challenge Fund.

Yes **No**

If 'Yes', what percentage of your project funding is targeting young people?

20 %

If your project has a proportion of young people as the target, please split your spend in 3.1, the Project Finance Tables.

Total Project Funding: £442,500

Main Fund: £353,000

JCCF: £ 88,500

See Appendix 6.0 for details of the allocation for JCCF Budget Elements within LEAP3

2.6 PROJECT PLANNING TEMPLATE Please use this grid to identify your project's key outcomes, up to a maximum of six. Your first outcome should state how much CO₂e your project will aim to reduce, and how this will be done. Subsequent outcomes should be about the social, economic and environmental changes your project will make in your community. Complete each box in the grid for each of your outcomes. **There is further advice on completing this grid, including worked examples, in section 2.6 of the Guidance Note.**

Project Area 1: ENERGY

Outcome <i>Your outcomes are the changes that your project will make. An outcome describes what is changing, how it is changing and who is changing</i>	Need / Baseline <i>Tell us about the starting point for this outcome – your current CO₂e emissions, the existing awareness in your community – and how you have identified this</i>	Activities / Outputs <i>List the activities that you are planning to use to deliver the outcome. and give some sense of scale (how many, how often, how much)</i>	Monitoring & Evaluation Indicators <i>List the indicators you have chosen to measure the change(s) your project is making? Tell us how you will be collecting information about these indicators.</i>
<p>Key Outcome – ENERGY</p> <p>Help local people reduce energy wasted in their homes through behaviour change and installation measures, whilst increasing warmth and comfort for householders.</p> <p>CO₂e Outcome – ENERGY</p> <p>Cut CO₂e by 1087 tonnes by helping residents take action to make in their homes more energy efficient.</p> <p>Community Outcomes - ENERGY</p> <p>Social</p> <p>Increase volunteer base as a result of the personal contact established by the visits for Home Energy Checks</p>	<p>CO₂e Baseline</p> <p>Total annual domestic CO₂e emissions across the 5,199 properties in the 4 villages of Lochwinnoch, Kilbarchan, Howwood and Bridge of Weir is 47,702 tonnes, 9.17 tonnes per property. This is summarised from a breakdown of electricity, gas, oil and wood usage based on LEAP HEC statistics and DECC IGZ (2008/2009) tables, each fuel converted to CO₂e using the appropriate CCF conversion factor.</p> <p>This energy baseline is outlined in detail in Appendix 7.1.</p> <p>Community Baseline</p> <p>Community awareness and engagement has been raised to a</p>	<p>A. Home Energy Checks –</p> <p>200 Targeted HEC's per year, across the identified local communities: Kilbarchan (Yr 1 – 3) Lochwinnoch (Yr 1 – 3), Howwood (Y1) and, following consultation, moving into a further community in Yr 2 and 3, likely to be Bridge of Weir, (consultation to be undertaken during yr 1).</p> <p>In these areas, enabling activities which engage with new householders that have not yet been involved in the project by:</p> <ul style="list-style-type: none"> - Targeting new geographic locations and housing stock - Offering 'drop in' rather than 'at home' Home Energy Checks, expect 50% of HEC's 	<p>The 'LEAP1 and LEAP2 contact spreadsheets' (on GoogleDocs) have been a great resource which the project will enhance for future work within the community. Establishing a 'LEAP 3 contact spreadsheet' that will enable all of the relevant data to be collected tracking the changes that individuals have put in place.</p> <p>The key data that will be collated include;</p> <p>Contact information;</p> <ul style="list-style-type: none"> • Home Energy Checks (HECs) scheduled and completed, • Home Action Plans prepared, Priority measures identified, • EST HEC Forms submitted, ESSac actions, • Measures implemented by

Outcome <i>Your outcomes are the changes that your project will make. An outcome describes what is changing, how it is changing and who is changing</i>	Need / Baseline <i>Tell us about the starting point for this outcome – your current CO₂e emissions, the existing awareness in your community – and how you have identified this</i>	Activities / Outputs <i>List the activities that you are planning to use to deliver the outcome. and give some sense of scale (how many, how often, how much)</i>	Monitoring & Evaluation Indicators <i>List the indicators you have chosen to measure the change(s) your project is making? Tell us how you will be collecting information about these indicators.</i>
<p>and draught proofing testing.</p> <p>Community members brought together through interaction and problem solving in each others homes.</p> <p>Increased community knowledge and confidence in deploying energy solutions.</p> <p>Increased function and accessibility of LEAP Hubs, prominence and visibility at the centre of the community through drop in HEC service, and range of services provided.</p> <p>Economic</p> <p>Reduced fuel poverty and energy costs for householders through better insulated energy efficient homes.</p> <p>Community members gain practical skills and confidence to deploy inexpensive solutions for home draught proofing and various energy saving measures.</p> <p>Increased householder ability to act directly, in real time, on their energy</p>	<p>certain degree as a result of our existing project but there is a significant sector of the community whose awareness of the issues is limited. Bridge of Weir is being considered for an extension of our work because we have received some unsolicited enquiries for LEAP services.</p> <p>LEAP's November Survey Findings show 49% of respondents would like more information on the services on offer, highlighting a opportunity to engage more people in the future across all of the communities we work with.</p> <p>42% said that there is a need for outreach and surgeries for activities related to energy and 64% of survey respondents said it was important or very important to be able to undertake a Home Energy Check without needing to access their home.</p> <p>79% of survey respondents said Draught Testing was very important or important. This element of the project has been a significant catalyst in engaging with householder to take additional measures that would</p>	<p>to be conducted in this way</p> <ul style="list-style-type: none"> - Peer learning through Case Studies and local neighbour gatherings to demonstrate energy savings achieved in the very local area in similar housing stock. Three Case Studies/Gatherings are to be generated based on energy efficiency measure and housing stock type, per annum. - Four energy efficiency workshops per year, highlighting householder achievements; Cavity Wall Insulation, Window Glazing Options, Draught Proofing, supporting government initiatives, for example uHIS. To galvanise householders to take action to make their homes more energy efficient. - One stop Draught Testing and Draught Proofing Package. Plan to offer 100 Draughts Tests per annum of which 30% will be 'one stop shop' fixing as draughts identified. 	<p>householder and behaviour changes adopted,</p> <ul style="list-style-type: none"> • CO2 savings made, • Draught Tests completed, • Thermal Images completed, • Draught Buster Workshops attended, • Energy monitor lent and returned. <p>A sample of the villagers in the 'LEAP3' contact spreadsheet will be contacted again at a later date to establish further carbon reductions and energy efficiency measures that local residents have put in place.</p> <p>Create case studies of good practice and help support local village capacity for peer learning. This will be a qualitative/softer measure that will enhance the quantitative indicators.</p> <p>Gain evaluation feedback from a range of workshop participants to identify what is most effective and what could be improved in the future.</p> <p>Create a volunteer spreadsheet to help track volunteer involvement,</p>

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<p>costs through energy monitor and smart meters usage.</p> <p>Environment</p> <p>Greater awareness of energy issues through the individual personal contact of LEAP 'traditional' Home Energy Checks (HECs), as well as using additional, imaginative formats for HECs.</p> <p>HEC's, thermal imaging etc. expansion to additional community members creates a critical mass of local participants to bring environmental issues into general local conversation.</p>	<p>otherwise have remained undetected.</p> <p>See Appendix 5.1 Community Consultation Findings, refer to national and regional government initiatives (such as Green Deal & uHIS); could be better supported at a local level to increase uptake and relate to needs & profiling closing the information gap.</p> <p>82 % of survey respondents said that the smart meter pilot scheme is important or very important to them.</p> <p>See Appendix 5.1 and 5.2 Community Consultation Findings for further details of community survey responses regarding energy related actions.</p>	<p>Working alongside local contractor and Care and Repair Renfrewshire. Householders will pay for the materials used.</p> <ul style="list-style-type: none"> - 100 Thermal Images will be offered to new target HEC householders per annum - Establish Energy Monitors Lending scheme (20 Monitors) to include single use monitors (10) and promote widely across all communities. Work with Power companies to trial Gas Meter Monitors with householders. 	<p>needs and progress as part of participating in the project activities.</p>

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		<p>B. Energy Efficiency Advisory Service -</p> <p>In support of the Home Energy Check activity hand hold and signpost householders to tailored advice on available energy efficiency opportunities. This will include active targeted promotion of Renfrewshire Council's uHIS Schemes and other Council and Government led complimentary activities and initiatives launched during the 3 year period of the project.</p>	<p>Data collated through the extension of the LEAP 3 contact spreadsheet to capture additional support that leads to CO₂ savings as well as softer qualitative comments of members of the local community who have received support from LEAP 3.</p>
		<p>C. Smart Meter Pilot</p> <p>Work with energy supplier, to utilise LEAP's strong community links to pilot gas and electric smart meters in 60 houses across these villages. Work with the Energy Supplier to develop a Smart House Pilot to demonstrate, in one property, the full potential of an electricity/gas smart meter to reduce energy consumption in the home.</p>	<p>Number of homes signed up to this scheme, plus measure of relevant data from smart meter pilot partner. There will be both qualitative and quantitative data that will come from this pilot project related to domestic energy usage, peak and low use times & energy use reduction related to smart metering.</p>

Project Area 2: TRANSPORT

Outcome <i>Your outcomes are the changes that your project will make. An outcome describes what is changing, how it is changing and who is changing</i>	Need / Baseline <i>Tell us about the starting point for this outcome – your current CO₂e emissions, the existing awareness in your community – and how you have identified this</i>	Activities / Outputs <i>List the activities that you are planning to use to deliver the outcome. and give some sense of scale (how many, how often, how much)</i>	Monitoring & Evaluation Indicators <i>List the indicators you have chosen to measure the change(s) your project is making? Tell us how you will be collecting information about these indicators.</i>
<p>Key Outcome - TRANSPORT</p> <p>Reduce transport fuel emissions by enabling local residents to become car club members, lift share and increase use of public transport. .</p> <p>CO₂e Outcome – TRANSPORT</p> <p>Cut CO₂e by 442 tonnes by helping villager residents use more sustainable modes of transport in their daily lives.</p> <p>Community Outcomes- TRANSPORT</p> <p>Social</p> <p>Improve independence in transport choice. Disparate members of the community (of varying age and socio-economic background) drawn together through lift sharing and car club.</p> <p>Economic</p> <p>Reduce dependence on petrol/diesel and associated tax and price hikes and onset of peak oil.</p>	<p>CO₂e Baseline</p> <p>Lochwinnoch has 1,179 cars/vans with annual emissions of 4,583 tonnes Co₂e.</p> <p>Kilbarchan has 1,764 cars/vans with annual emissions of 6,858 tonnes Co₂e.</p> <p>Figures from SCROL census data, national averages and CCF conversion factors.</p> <p>This transport baseline is outlined in detail in Appendix 7.2.</p> <p>Community Baseline</p> <p>Car Club</p> <p>A LEAP survey in Feb 2010 of 99 people showed 28% interested in a car pool/sharing scheme. Since then 20 people have signed up in Lochwinnoch to become members of a car club, enough to successfully launch (according to Car Plus).</p> <p>The LEAP Survey in Oct 2011 shows 47% (58 respondents, sample size</p>	<p>A. Lochwinnoch Car Club</p> <ul style="list-style-type: none"> - Start-up Lochwinnoch Car Club with 2 Cars. - have 10/12 initial members - Promote and run Launch Event April 2012 - Promote and develop over 18 months to 25 members. <p>B. Extend Car Club to Kilbarchan</p> <ul style="list-style-type: none"> - Pilot Kilbarchan Car Club – Launch April 2013 with one vehicle for community/members use. - Initial 8/12 members. <p>C. Lift Sharing</p> <ul style="list-style-type: none"> - Undertake a transport analysis survey in Lochwinnoch and Kilbarchan. To understand the transport patterns of the community to 	<p>A 'membership Spreadsheet will be created to monitor and evaluate the 'Car Club' initiatives as well as track the usage of the vehicles. Data will then be used to calculate a carbon saving per member's usage against what would otherwise have been expended.</p> <p>Members 'pool car mileage' and usage, increase in public transport and deferred car purchases by members will be measured to establish a carbon, fuel and economic saving from the car club/pool project.</p> <p>Additional evaluation will be generated by asking the members how they have changed transport behaviour and what changes the individual members feel they have made. The data from the actual 'car club' will be measured as part of the project administration process and this will help establish the vehicle use and key themes such as the types of journeys people make and where further efficiencies could be identified.</p> <p>Based on successful Car Club in Lochwinnoch, learning from the</p>

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<p>Increase accessibility of community members to modes of transport than may currently not be available or affordable to them (through car club and improvements to public transport).</p> <p>Environment</p> <p>Reduce single car occupancy, reduce car dependency particularly for shorter journeys, reduce carbon footprint per person, reduced vehicular traffic.</p> <p>Increase awareness of car journeys made in the village and the environmental impact of these journeys and how a low carbon future/oil dependency could affect the ability to make such journeys in future.</p>	<p>134) felt a car scheme, as proposed, to be important or very important for the community.</p> <p>Lift Share</p> <p>Transport survey of travelling habits will create a more detailed baseline for Lochwinnoch and Kilbarchan.</p> <p>Figures from our current survey, online and in person show 66% (78) of those interviewed said lift sharing was very important or important for the village.</p> <p>Figures from SPT Liftshare scheme shows official membership has only risen from 8 to 13. However increasing interest and community consultation regarding a village scheme suggest a locally run system would be more successful.</p>	<p>then be better able to encourage lift sharing, and influence public transport timetables.</p> <ul style="list-style-type: none"> - Encourage lift sharing within the communities (once Car Club established to avoid confusion re schemes) utilising website support to coordinate trip planning 	<p>challenge and implementing and changes required. Review scope to expand into Kilbarchan and re-establish viability and feasibility. Once Kilbarchan in place the same measures as above would be used to establish social, economic and environmental impact for Kilbarchan.</p> <p>Lift Share – create a local lift share forum and sign up process to identify a sample of the community who adopt lift sharing and calculate estimated CO₂ & economic savings.</p>

Project Area 3: EDUCATION

<p>Outcome Your outcomes are the changes that your project will make. An outcome describes what is changing, how it is changing and who is changing</p>	<p>Need / Baseline Tell us about the starting point for this outcome – your current CO₂e emissions, the existing awareness in your community – and how you have identified this</p>	<p>Activities / Outputs List the activities that you are planning to use to deliver the outcome. and give some sense of scale (how many, how often, how much)</p>	<p>Monitoring & Evaluation Indicators List the indicators you have chosen to measure the change(s) your project is making? Tell us how you will be collecting information about these indicators.</p>
<p>Key Outcome – EDUCATION (JCCF Elements)</p> <p>Targeting children and adult residents to increase awareness of climate change, energy efficiency, local food sourcing and sustainable living.</p> <p>CO₂e Outcome – EDUCATION</p> <p>Cut CO₂e by 296 tonnes by changing the behaviour of villagers to live more efficiently, locally and sustainably.</p> <p>Community Outcomes – EDUCATION</p> <p>Social</p> <p>Joint working and enriched relationships between individual community members’, LEAP, and other community organisations and establishments across a range of generations (toddlers through to elderly).</p> <p>Practical skills and greater learning attained (allotment gardening, junior</p>	<p>CO₂e Baseline</p> <p>School Initiatives: (JCCF)</p> <p>LEAP is using the community domestic emissions as a baseline for energy related school activities.</p> <p>Total annual domestic CO₂e emissions across the 5,199 properties in the four villages is 47,702 tonnes, 9.17 tonnes per property. This is summarised from a breakdown into electricity, gas, oil and wood usage based on our own HEC statistics and DECC IGZ (2008/2009) tables, each fuel converted to CO₂e using the appropriate CCF conversion factors.</p> <p>Food Initiatives:</p> <p>With 2 convenience stores, a Baker and a Butcher in the village LEAP assume 1/3rd of the households in Lochwinnoch make a weekly round trip to the supermarket of 10km, emitting 40.56 tonnes CO₂e emitted every year. (Using average car values and CCF conversion figures) No data currently on shopping habits for the</p>	<p>A. LEAP Working with Children and Young People in the local communities</p> <p>A development roll, targeting the 4 Local Schools (3 Primary and 1 Secondary) and wrap round childcare groups;</p> <p>1. Junior Climate Change Learning Programme</p> <p>Deliver of a learning programme, planned and integrated with the school curriculum and eco committee objectives, encompassing:</p> <ul style="list-style-type: none"> - Energy Detective Workshops in Primary Schools and Out of School Clubs - All pupils from P1 to P7 take part in programmes designed specifically to their age group developed from successful project pilot of working with the local primary schools across the three villages. - Deliver in Secondary School and with other youth 	<p>A range of methods to measure the targeted outcomes in working with young people will be used. These will include evaluating the more specific needs within the programme and dovetailing with the school’s curriculum and Eco agenda. Listening to feedback from participants to improve future sessions and gaining a better understanding of the behaviour changes that the participants make having taken part.</p> <p>A participant’s spreadsheet will be created to track; a register of participants, session details, key learning outcomes and observed behaviour change, while allowing for follow up with a sample at a later date to evaluate longer term behaviour change. ‘Harder’ outcomes may be set within the schools, such as a reduction in energy used; however these will be designed around each programme at a later stage.</p> <p>Key monitoring and evaluation indicators will include:</p> <ul style="list-style-type: none"> • The number or young people who have; reported an increased

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<p>climate change learning programme, cookery classes, composting).</p> <p>Development of school children’s and wider community members understanding and relationships with food and climate change through direct experience of food growing, cooking, and local labelling. Mental and physical health and wellbeing benefits of closer relationships with nature, healthy outdoors activity, home-grown fresh food and low carbon cooking.</p> <p>Economic</p> <p>Through greater awareness and education community members and organisations enabled to make savings in energy costs, waste treatment costs, and food purchase costs. Increased visibility of local produce through food labelling and food fairs corresponding in opportunities for local business expansion and further employment through growth of these markets.</p> <p>Re-establishment of the community as a trading hub.</p>	<p>other three communities.</p> <p>Taking the Govt average fuel use for cooking (3%) across the four villages, and using appropriate CCF conversion factors for the fuel type provides a baseline for cooking activities of 1,406 tonnes CO₂e per year.</p> <p>This education baseline is outlined in detail in Appendix 7.3.</p> <p>Community Baseline</p> <p>School Activities:</p> <p>LEAP consultations with the Schools following the pilot Energy Detective Workshops have shown a high degree of willingness to extend activities to recycling and composting as part of the curriculum for excellence.</p> <p>The LEAP survey show 50% of properties do compost and 51% do not have a compost bin.</p> <p>Local school grounds and community where young people meet are littered with waste, most of which is recyclable and can all have social, economic and environmental benefits</p>	<p>organisations to help young people engage with informal learning around climate change and green economy opportunities.</p> <ul style="list-style-type: none"> - Group work activities/workshops on energy detectives with Lego and other materials. - Media creation and animation climate change and energy saving workshops. - School Recycling & Composting programme, working with the local communities - Promote engagement with the local people & teach practical skills in recycling & composting - Tie with Community litter pick activities, to reduce waste to landfill and increase recycling elements. - Support and encourage walking to school and create and promote a walking bus. 	<p>understanding of the subjects areas and/or committed to behaviour change as a result of taking part.</p> <ul style="list-style-type: none"> • Periodic surveys, Mind Mapping exercises and visual evaluation tools to chart learning and behaviour change with children and young people. • Include education outcomes in wider LEAP community survey. • Session evaluations – measure what the participants thought of the session delivery, what worked well and what could improve. • By monthly youth reporting from key staff team members to monitor progress. • Measure the increase in youth involvement at local community activities and events – young people working with the project on number of activities such is the ‘community litter pick’ and sort waste & local food fairs. • Measure recycled/waste to landfill ratio figure after working with young people to identify a local waste challenge that they feel they

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<p>Reduced costs of travel to purchase food through increased range of local goods available, and delivery scheme.</p> <p>Environment</p> <p>Reduced energy, resource consumption and waste production within schools and homes.</p> <p>Increased community wide environmental awareness particularly regarding how behavioural changes at an individual and organisational level can move towards more environmentally responsible lifestyles. Improved community use of and relationships with outdoor green spaces through allotments.</p> <p>Reduced packaging brought into the community, and reduced food miles through the increased provision of local produce and food distribution scheme.</p>	<p>to the community if recycled.</p> <p>60% of survey respondents felt it was important or very important to learn more about climate change, with 72% saying this was important or very important for children in schools. 82% were strongly supportive of a child orientated Eco schools programme.</p> <p>66% felt food growing training and 54% felt outdoor schools education was important or very important.</p>	<p>2. Class Allotments –</p> <p>Work with the schools to develop outdoor growing space in each of the primary school.</p> <p>Work with the schools to provide these spaces that will be managed and worked by the children in specific classes.</p> <p>Contribute towards cost of the school delivering in conjunction with their local parent communities. These activities will be strongly linked to the Climate Change Learning Programme (above) and the FOOD initiatives below.</p>	<p>can tackle. Follow this with programme to help change ratio, record and report.</p> <ul style="list-style-type: none"> • Number of children using public transport, walking and cycling/driven to school. Set baseline target each year and work with children and young people to address. • Increase food growing space within each of the participants schools each year. Target of 15/20 m² in year one per participants school. Leading initially to one managed allotted growing space per year group.
	<p>The LEAP survey following the trial food festival in September 2011, 60% (18 respondent of 31 surveyed)) said they would definitely use a local market to replace some of their supermarket shopping, and 58% (18)</p>	<p>B FOOD</p> <p>Support and facility capacity building and promotion of the piloted Food Group – EAT Lochwinnoch, to achieve:</p>	<ul style="list-style-type: none"> • Surveys for Evaluation– gain ongoing feedback from community members attending food fair. Measure additional learning around local produce, customer satisfaction and benefits to

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	<p>said they would definitely expect to attend a local market often. 54.5% (12) responded as being interested in cookery classes</p> <p>In LEAP's larger Community Consultation Survey, October 2011 46% (134 respondents) felt a local food market was important. When asked how important cookery classes were as a community activity, 54% (64) said it was important or very important.</p>	<p>1. Food Fairs – Hold 4 Mini Food Fairs and 2 major Food Festivals per annum in Lochwinnoch, drawing in local traders and producers to the scheme. In year 2 expand the fairs into one of the other villages covered by the project. Draw more members of the Food Group from neighbouring villages.</p> <p>2. Local Labelling – make it clear to shoppers purchases are produced in the local area (within approx. 30 miles) Label will be designed and printed for shopkeepers to highlight relevant goods. Another will be printed indicating that the good was purchased within the village. Drawing attention of shoppers to local produce and availability in local shops. Also work in partnership with the local schools whereby the children collect their 'local-produce' and 'local-shop' stickers.</p> <p>3. Low Carbon Cookery Classes – 6 per year. These will be trialled in Lochwinnoch in year 1 then expand to include one further village per year there after.</p>	<p>community.</p> <ul style="list-style-type: none"> • Measure number of 'local labels' returned through schools children as fun competition & learning experience. • Measure the number of people who have changed behaviour as a result of 'low carbon cookery classes'. Volume of Waste reduced, key learning points & where have people been able to make behaviour changes. • Take a measure of the number of individuals and groups who are members in a food distribution network.

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		<p>Classes would target particular sections of the community such as the elderly, school children and parents at Toddlers' Group. Focus on local ingredients, leftovers, good storage techniques, explanation of use by/sell by dates, more economical use of oven, and cooking techniques. Promoting local produce and local shops.</p> <p>4. Food distribution scheme - Establish a food distribution network. This will include trialling outreach mini-markets, taking bulk-bought goods and local produce out to groups such as the Elderly Forum, the out of school club and the Toddlers Group who might not otherwise consider joining a food distribution network.</p> <p>Trial a food box scheme of dried goods, ordered initially monthly but, in year 2, available weekly and including some fresh produce.</p> <p>The distribution network will be promoted with a view to expansion in year 2 to Kilbarchan.</p>	

2.7 CO₂e CALCULATIONS Please use this box to give the calculations behind the CO₂e reductions you are predicting for your project - provide your assumptions, your conversion factors, the lifetimes you are using and your calculations. See section 2.7 of the Guidance Note for detailed information.

The total CO₂e savings for the LEAP3 project are estimated at 1,825 tonnes CO₂e, using averaged local actual data for HEC savings. The currently funded project (LEAP2) used less accurate EST figure for HEC savings, which if used here would have demonstrated a saving of 5,019 tonnes, a difference of 3,194 tonnes due to different calculation methodology. See 7.0 for more details.

ENERGY – 1,087 Tonnes CO₂e

A. Home Energy Checks (HEC)

Aim: To reduce energy consumption and increase energy awareness through Home Energy Checks in the community.

Baseline: After LEAP's 1st years HECs, a 43% sample (102 households) were contacted and detailed recordings of the energy saving measures undertaken were made using conversion figures from CCF and EST, with a total CO₂e saving of 77.4 tonnes, giving an average saving per household of 759 kg CO₂e. This is from an annual total domestic emissions from the four communities, of 47,702 tonnes (5199 households). This figure is calculated from DECC IGZ energy consumption figures broken down into fuel types from LEAP's HEC statistics and multiplied by the appropriate CCF conversion factor. (Detailed breakdown in Appendix 7.1 Tables 1 and 2).

Estimated savings: With the four communities identified having broadly similar housing stock and socio economic spread, LEAP assume the same average savings for HECs. Targeting 200 properties per year gives a total of 151.8 tonnes per year, 455.4 tonnes over the 3 year project lifespan.

Lifetime savings: Since these savings came about as the result of hard measures installed (insulation, boilers, stoves, draught proofing etc) this figure of 455.4 can be taken as the lifetime saving.

1) Peer learning/case studies

Aim: To demonstrate, share and promote energy saving measures achieved through local neighbour gatherings and case studies from similar housing stock.

Baseline: Once attendees are interested and start measures in their own home, with help and advice from LEAP, it is assumed savings will be broadly in line with a HEC as outlined above, at 759kgs CO₂e per property. Overall CO₂e baseline as in section 1, 47,702 tonnes CO₂e annually.

Estimated savings: It is planned to run three meetings per year per community, a total of 9. Current workshops have had attendances of 6-14, so it is reasonable to assume an average attendance of 10. If 80% of these undertake measures (in line with existing Draught Buster workshops) total annual savings potential is 54, 648kgs or 54.7 tonnes. Anticipating such measures to be only half as effective as a HEC we take an annual saving to be 27.3 tonnes. Over the three years of the project this totals **82 tonnes** CO₂e

2)Energy Efficiency Workshops

Aim: To demonstrate and promote householder energy efficiency achievements and promote government and council initiatives.

Baseline: Using LEAP data from Draught Buster Workshops in LEAP 1 where a sample of 6 houses were tested, draught proofed and retested, along with data from 85 properties draught tested over LEAP1 and LEAP2, the average saving per property worked out at 358 kgs CO₂e. We assume this as a reasonable average figure for potential attendees. Baselined from overall total of 47,702 tonnes CO₂e annually.

Estimated savings: Running 4 workshops per year, we expect an average of 8 attendees per session, (the 4 Draught Buster workshops run so far having attendances of between 6 and 14). This gives an annual figure of 32 householders. From our experience 100% of attendees have attempted some measures, so have assumption overall effectiveness of 80%. Total potential savings would be 32 x 358 kgs CO₂e, or 9,165 kgs, at 80% efficiency gives an annual saving of **7.3 tonnes** CO₂e. Over the project period this equates to **21.9 tonnes**.

3) Draught testing and Draught Proofing.

Aim: To improve the thermal efficiency, comfort and energy saving particularly in older 'hard to treat' properties in the communities using LEAP's draught testing process, followed up with help and advice. For those less able to do the work, local contractors and the councils Care and Repair service would undertake the fitting of appropriate measures.

Baseline: Breaking down the DECC IGZ figures for local energy consumption, (see Appendix 7.1 CO₂e Energy Baseline), along with statistics from LEAP's own HECs of heating fuel type ratios, and applying the appropriate CCF conversion factors for gas, electricity, and oil, when multiplied by the total number of properties in the area (5199), total emissions from heating are 25,418 tonnes CO₂e p.a. or 4.89 tonnes per property.

Estimated savings: Using data from Thermal Image UKs, the project's Imaging and Draught Testing contractor, across 85 properties tested, an average saving of 8.4% of heating energy per property was identified. Potential savings per property per year would be 411kgs, across 100 properties per year total savings would be **41.1 tonnes** CO₂e,

4) Thermal Imaging

Aim: To increase the efficiency of HECs done, by identifying often invisible hot and cold spots, particularly in older 'hard to treat' properties.

Baseline: Using the average HEC saving as a starting point, 759 kgs, (see section 1 above), LEAP assume Thermal Imaging to increase the efficiency of a HEC by 10%, (from discussions with contractors). Baseline is overall annual total emissions of 47,702 tonnes CO₂e.

Estimated savings: Improving HEC figures by 10% saves an extra 75.9 kgs CO₂e per property. 100 images per year then gives an annual saving of **7.6 tonnes**, equating to **22.8 tonnes** over the project.

5) Energy Monitor Lending Scheme

Aim:

To increase the availability and use of energy monitors across our communities, especially to those less able to afford the outlay for whole house and single point devices.

Baseline: The small scale pilot lending scheme in Lochwinnoch has proved very popular with 6 whole house monitors on loan on average 80% of the time, each going out for a month. The similarity of both housing and population types spread across the area, along with enquiries from these areas, suggest the scheme would be equally popular. We take the DECC IGZ electricity consumption data for the area for 2008/2009, 24,079, 829 kWhrs per year as the baseline.

Estimated savings:

20 monitors would be available for loan. CCF figures suggest an energy saving of 5-10% is possible, and in this case assuming a 5% figure, as the monitors will only be in each household for a month. However, conversations with householders who have tried the scheme suggest that most changes to use are made within this period. Assuming an 80% usage, a total of 192 annual loans is generated. At 5% saving, 239 kWhrs, or 142 kgs CO₂e per property per year is achieved. This gives an annual total saving of **27.26 tonnes** CO₂e per year.

B. Energy Efficiency Advisory Service

Aim: To closely guide, signpost and provide tailored advice to assist householders make the best use of all available energy saving measures available through LEAP, Council and Government initiatives over the project period.

Baseline: Overall communities' annual domestic emissions of 47,702 tonnes CO₂e. (see section 1, HECs, above)

Estimated savings: LEAP have assumed that 10 people per month can be usefully advised and helped to implement energy saving measures. Using LEAP's average saving for a HEC of 759 kgs CO₂e, per household, (section 1 above), total savings would be 7.59 tonnes per month, or **91 tonnes** CO₂e per year.

C. Smart Meter Pilot

Aim: To pilot installation of permanent gas and electric smart meters, working with Scottish Power or other energy supplier, in the community to help residents save energy.

Baseline: DECC IGZ figures for 2008 and 2009 (see table 1 Energy Appendix 7.1) show average electricity consumption per property in the area at 4632 kWhrs per year.

Estimated Savings: DECC quote a 2% reduction in electricity usage, giving a potential saving of 92.64 kWhrs per year or 55kgs CO₂e. With 60 houses targeted, (20 per year), annual savings would be **1.1 tonnes** CO₂e.

Similarly, average gas consumption is 20,512 kWhrs per year, with a 3% reduction (DECC) giving 615 kWhrs of savings per year, or 170 kgs CO₂e annually. This equates to **3.45 tonnes** per annum total.

Activity	Project Savings	Lifetime Savings
HECs	455.4	455.4
Peer learning/Case Studies	82	82
Energy Workshops	21.9	21.9
Draught testing/proofing	123.3	123.3
Thermal Imaging	22.8	22.8
Energy Monitor Lending	81.78	136.3*
Advisory Service	273	273
Smart Meter Pilot	27	5.5*
Totals	1087.18 CO₂e	1120.2 CO₂e

*These figures based on 5 year lifetime for behaviour change, the rest based on installed hard measures.

Detailed breakdown of all Energy CO₂ Baseline Data in Appendix 7.1

TRANSPORT – 442 Tonnes CO2e

1) Car Club

Aim: To reduce transport CO2 emissions, pollution and congestion, by introducing a members car club with 24/7 access to a hireable vehicle based in the centre of the villages involved.

Baseline: Using Government census figures, LEAP calculated Lochwinnoch has 1179 cars/vans and Kilbarchan 1764. Using CCF figures for average unknown car using unknown fuel (38876 kgs CO2e per mile) and a national average of 10,000 miles per annum, emissions for Lochwinnoch are 4583 tonnes CO2e p.a., and for Kilbarchan 6858 tonnes. Average individual emissions annually are 3887 kgs CO2e. Detailed breakdown in Transport Appendix X.

Estimated savings: Assuming 10 initial members, with a target for the year of 25, we take an average value of 17.5 members for the first year. This group produces 68.02 tonnes CO2e annually from driving. Car Plus's figures show car usage to drop by around 25% among members, giving a saving of 17 tonnes CO2e for year 1 in Lochwinnoch, using a two car club. Furthermore, club vehicles are on average 29% more efficient than the average vehicle (Car Plus data), of the remaining 51.02 tonnes CO2e produced by the group a further saving of 14.79 tonnes would be made. Giving a total saving of 31.79 tonnes CO2e for the first year, 1.82 tonnes per member. Year two assumes growth to 30 members (average 27.5) with savings of 49.95 tonnes, and year three to 35 members (average 32.5), with savings of 59.04 tonnes. Total savings of 140.78 tonnes over the project period.

For Kilbarchan LEAP assume a one car club, and using the same calculations pro rata for smaller membership will we achieve savings of 15.89 tonnes CO2e in year one, increasing in line with the Lochwinnoch project to 24.97 tonnes in year two, and 29.52 tonnes in year three, a project total of 70.38 tonnes

2) Lift Share

Aim: To promote and encourage lift sharing amongst villagers commuting to work by car in the communities, reducing CO2 emissions and congestion.

Baseline: From Lochwinnoch the majority of commuting journeys are to Glasgow or Paisley. LEAP assume 50% for each with Glasgow being a 40 mile round trip and Paisley 24 miles. The average return trip is 32 miles. Using CCF conversion factor for unknown average car with unknown fuel (0.38876 kgs CO2e per mile) 12.44 kgs CO2e per average trip, each commuting car producing 2,986 kgs CO2e annually.

Estimated savings: LEAP assume the average lift share to consist of three people (average car occupancy nationally is 1.6, Dept. of Transport), thus for every three members signed up two commuting round trips can be saved. This equates to savings of 5972 kgs CO2e, or 1.99 tonnes annually per three members. Target membership of 30 would thus save 29.86 tonnes CO2e in year one. If target growth (+15) is achieved this rises to 44.79 tonnes in year two, and (+15) 64.67 in year three, a project total of 139.32 tonnes.

For Kilbarchan the average commuting journey is 21 miles, with an average commuting car annual emission of 1959 kgs CO2e. Using the same assumptions on membership and use as for Lochwinnoch, savings for year one would be 19.59 tonnes, rising to 29.38 tonnes and 42.44 tonnes in years two and three, giving a total of 91.41 tonnes CO2e.

Location	Project	Savings tonnes CO2e
Lochwinnoch	Car Club	140.78
Kilbarchan	Car Club	70.38
Lochwinnoch	Lift Share	139.32

Kilbarchan	Liftshare	91.41
Totals		441.89

Transport projects have a life expectancy of three years, this figure is also the lifetime saving.

Detailed breakdown of all Transport CO2 Baseline Data in Appendix 7.2

EDUCATION – 296 Tonnes CO2e

A. Junior Climate Change Programme

Aims: A series of workshops and programmes with the local schools and communities to increase knowledge and activity around energy saving, including domestic use, recycling and composting.

Baseline: For domestic energy LEAP use the overall area CO2e emissions calculated from SCROL census figures for households and DECC IGZ local energy consumption data, converted using LEAPs HEC analysis of fuel types used and appropriate CCF conversion factors to get an overall annual emissions for the 5,199 properties in the four villages of 47,702 tonnes CO2e. (See Energy Appendix 7.1 tables 1 and 2 for detailed breakdown).

Estimated savings: In the current project LEAP 21 HECs were captured from 3 Energy Detective workshops with 420 pupils. Using LEAPs HEC figure of 759 kgs CO2e, we get an average saving of 38 kgs CO2e per pupil. Targeting 1500 pupils from three primary schools and one secondary would give a potential saving of **56.9 tonnes** CO2e over the course of the project. (Detailed breakdown Table 1, Appendix 7.3).

Composting

Aims: As part of the Junior Programme, there will be a focus on composting in schools and the community as a means to reduce waste and emissions and provide a basis for on-going allotment and growing projects.

Baseline: Two surveys (run by LMEG and LEAP) show 50% of households do not compost and 51% do not have a compost bin, 2,598 households in the communities.

Estimated savings: If 10% of these (260) could be persuaded to start composting each year and reduce waste by 50%, this would lead to savings of 260 x 55kgs (half of annual household average waste) or 14.3 tonnes CO2e per year, rising to 28.6 in year two and 42.9 in year three, with total project savings of **85.8 tonnes** CO2e.

Allotments

Aims: To set up growing allotments in the schools to teach good practice and start lifetime habits, with activities feeding into the food schemes, markets and cookery classes.

Baseline: Lochwinnoch has two convenience stores, a butcher and a bakers. We assume one third of households in the village (that is 371) make a trip to one of the supermarkets, located at an average round trip of 10 kms. Using CCF conversion factors for average unknown car of unknown fuel, this produces 0.78 tonnes CO2e per week, or 40.56 tonnes p.a.

Estimated savings: There are too many unknown variables at this time to accurately predict a precise CO2e saving on this element.

B. Food

Markets

Aims: To hold local food markets and festivals to encourage local production, purchase and consumption of food stuffs in the villages. To cut down on food miles, from trips to the supermarkets and product food miles.

Baseline: The same calculation as for the allotments gives an annual emission of 40.56 tonnes from trips to the supermarkets from Lochwinnoch.

Estimated savings: If these 371 trips can be cut by 20% through local markets and distribution network, this would give a saving of 8.11 tonnes p.a., and allowing for 10% growth, years two and three would show savings of 9.13 tonnes and 10 tonnes respectively, a total of **27.24tonnes** CO2e over the course of the project. Shopping habits for the other communities are largely unknown, but given the similar housing stock and socio economic spread we assume similar savings pro rata by population.

Further savings will be made as residents buy locally produced food stuffs instead of produce from the supermarkets of unknown origin.

Low Carbon Cookery:

Aims: To run a series of classes in the villages demonstrating both efficient cooking techniques and how to use local seasonal produce to best advantage.

Baseline: Government data shows on average 3% of domestic energy is used for cooking. Taking DECCs total energy consumption for the four villages (See Energy Appendix 7.1 Tables 1 and 2) and breaking it down using LEAP HEC data into energy types along with the appropriate CCF conversion factors for gas, electricity and oil, the total domestic energy usage for cooking per year for the area is 27,318 kWhrs, equalling 1406 tonnes CO2e or 275 kgs per year per property.

Estimated savings: Running 6 classes per year of 8 people gives a total of 48 per year. Assuming a 15% saving on energy, emissions would be cut by **1.98 tonnes** CO2e annually. Further savings would come from switching to low mileage food.

Food Distribution Scheme:

Aims: To enable those members of the communities in Lochwinnoch and Kilbarchan who are unable to get to the food markets to benefit from local seasonal produce and bulk buying schemes.

Baseline: The same baseline as for the market and allotments scheme; 40.56 tonnes CO2e emitted as a result of trips to the supermarkets.

Estimated Savings: As with markets, assume a 20% reduction in supermarket trips, saving of 8.11 tonnes for Lochwinnoch, with savings in the other communities calculated pro-rata. However, It is anticipated to reach only half the numbers attending market so totals for this activity drop to **48.86 tonnes CO2e** over the course of the project.

Location	Project	Project Savings tonnes CO2e	Lifetime savings Tonnes CO2e
All	JCC Programme	56.9	56.9
All	Composting	85.8	343.2**
Lochwinnoch/Kilbarchan/BofW	Markets/fairs	27.43/37.89/32.67*	41 year on year
All	Low carbon cookery	5.94	19.8**
All	Food distribution	48.85	20.3 year on year
Totals		295.5	

* Bridge of Weir to start year 2. **10 year lifespan of food activities

Detailed breakdown of all Education CO2 Baseline Data in Appendix 7.3

2.8 PROJECT ACTIVITY AND MONITORING & EVALUATION SCHEDULE Use this grid to schedule your Activities from your PROJECT PLANNING TEMPLATE (2.6) into a logical project plan, including project monitoring and evaluation activities as well as other project activities. In the “Resources Needed” column, identify what resources you will need to deliver these activities – premises, equipment, staff, etc. – which will help you to plan your project budget. **Please see section 2.8 of the Guidance Notes for further information.**

Project Area 1: ENERGY

PERIOD	PROJECT ACTIVITIES and MONITORING & EVALUATION TASKS	RESOURCES NEEDED
April 2012	<ul style="list-style-type: none"> • Develop marketing and communication Plan for the year to ensure a steady flow of project awareness raising information into the local press throughout the year. • Develop a stand alone, yet village integrated, website to support LEAP in all communities. Set up a twitter account and enhance the Facebook page, linking to u-tube content/how to videos. • From HEC activity undertaken during first quarter (50 HEC’s) identify and complete 25 draught tests. • Ensure Lochwinnoch Hub is fully stocked with appropriate energy awareness literature and materials and opening hours clearly publicised and allocated across team resources to ensure delivery of Energy Efficiency Advisory Service into the community. • Identify new location for Hub Space in Kilbarchan and satellite information resource in Howwood • Purchase Energy Monitors for Lending scheme and agree loan of Gas Trial Monitors from Scottish Power or other Energy Supplier • Set up Smart Meter Pilot with Energy Supplier with key activities regarding recruitment of householders for pilot, assessment of baseline position and plans for data capture as trial progresses, reporting and feedback planned for each remaining quarter. 	<p>Staff Recruitment – Energy Advisors (as necessary)</p> <p>Staff Training – (if new recruits rather than redeployment) City & Guild Energy Awareness in the Home</p> <p>Marketing Resources to fulfil annual communications plan</p> <p>Energy Monitors for Lending Scheme</p> <p>Project website extension to help with PR out with Lochwinnoch</p> <p>Contribution to central costs at HUB (Salaries, Rent, phone, utilities etc) each month</p> <p>Literature for Smart Meter Pilot</p>

May 2012	<ul style="list-style-type: none"> Working with ESSac, plan Soft Calling Campaign activity across the communities to homes not yet targeted to generate HEC Contacts (50 per quarter) Prepare to run Energy Efficiency workshop in Kilbarchan and plan 3 further workshops across each remaining quarter of the year Promote Energy Monitor Lending Scheme and plan activities to ensure service activity each month. Develop plan for the promotion of Drop In HEC Sessions, work with EA's to amend the Home HEC process to create a suitable product for drop in sessions, set up a schedule of drop in sessions throughout the remainder of the year. 	Preparation of Marketing Materials for Promotional Events – Leaflets, business cards, product literature to take place in June
June 2012	<ul style="list-style-type: none"> Promotional Events: Kilbarchan Lilies Day, Lochwinnoch Gala Day and Howwood Fete to generate HEC contacts. Develop local relevant energy saving case studies and hold neighbour hood events – plan 3 sessions across remainder of year 	Prizes and promotional materials for events and gala days
July 2012	<ul style="list-style-type: none"> 1st Soft Calling Campaign to generate HEC contacts From HEC activity undertaken during second quarter (50 HEC's) identify and complete 25 draught tests. Energy Efficiency Workshop in Kilbarchan (2) 	
August 2012	<ul style="list-style-type: none"> Run 1st Case Study Neighbourhood gathering to generate energy saving activity between neighbours with similar housing and energy issues. Develop Smart Meter Pilot to identify Smart House set up opportunities 	Extended or existing survey monkey account, for online & paper based surveys to maintain community feedback throughout the project activities.
September 2012	<ul style="list-style-type: none"> 2nd Soft Calling Campaign Research through community consultation best village location for project expansion, potentially Bridge of Weir (BOW) but consider other local communities. Energy Efficiency Workshop in Howwood (3) 	Workshop event materials.
October 2012	<ul style="list-style-type: none"> 3rd Soft Calling Campaign From HEC activity undertaken during second quarter (50 HEC's) identify and complete 25 draught tests. Run 2nd Case Study Neighbourhood gathering to generate energy saving activity between neighbours with similar housing and energy issues. 	
November 2012	<ul style="list-style-type: none"> 4th Soft Calling Campaign Complete 100 Thermal Images with target householders 	

December 2012	•	
January 2013	<ul style="list-style-type: none"> Decide on next community to target (potential BOW) and Identify a hub space in as a focal point for the project within the village From HEC activity undertaken during second quarter (50 HEC's) identify and complete 25 draught tests. Identify 10 locations for follow up Draught Tests Run 3rd Case Study Neighbourhood gathering to generate energy saving activity between neighbours with similar housing and energy issues. 	<p>Workshop event materials.</p> <p>Evaluation Materials for determination of 4th village for inclusion</p>
February 2013	<ul style="list-style-type: none"> 5th Soft Calling Campaign Energy Efficiency Workshop in Kilbarchan (4) 	
March 2013	<ul style="list-style-type: none"> Conduct assessment of activities to date for year end review of planned outcomes 	Evaluation Materials
1 st Quarter 2013/14	<ul style="list-style-type: none"> Develop marketing and communication Plan for the year to ensure a steady flow of project awareness raising information into the local press throughout the year. Promotional Events: Kilbarchan Lilies Day, Lochwinnoch Gala Day. Significant Launch event in Bridge of Weir (BOW), or other chosen community to generate HEC contacts From HEC activity undertaken during this quarter (50 HEC's) Identify and complete 25 draught tests. Identify satellite Hub location in 4th Community (potentially BOW) Ensure Hub locations in each community fully stocked with appropriate energy awareness literature and materials and opening hours clearly publicised and allocated across team resources to ensure delivery of Energy Efficiency Advisory Service into the communities. Run Energy Efficiency workshop and plan 3 further workshops across each remaining quarter of the year Promote Energy Monitor Lending Scheme and plan activities to ensure service activity across each remaining quarter. Work with Energy Suppliers to expand Smart Meter Pilot scheme with key activities, reporting and feedback planned for each remaining quarter. 	Prizes and promotional materials for events and gala days

2 nd Quarter 2013/14	<ul style="list-style-type: none"> • Soft Calling Campaign in targeted street addresses to generate HEC contacts • Promote Drop In HEC Sessions • From HEC activity undertaken during this quarter (50 HEC's) Identify and complete 25 draught tests. • Develop local relevant energy saving case studies and hold neighbour hood events – plan 3 sessions across remainder of year 	
3 rd Quarter 2013/14	<ul style="list-style-type: none"> • Soft Calling Campaign in targeted street addresses to generate HEC contacts • From HEC activity undertaken during this quarter (50 HEC's) Identify and complete 25 draught tests. • Complete 100 Thermal Images with target householders 	Extended or existing survey monkey account, for online & paper based surveys to maintain community feedback throughout the project activities.
4 th Quarter 2013/14	<ul style="list-style-type: none"> • Promote Drop in HEC Sessions • Soft Calling Campaign in targeted street addresses to generate HEC contacts • From HEC activity undertaken during this quarter (50 HEC's) Identify and complete 25 draught tests. • Identify 10 locations for follow up Draught Tests • Conduct assessment of activities to date for year end review of planned outcomes 	Evaluation Materials
1 st Quarter 2014/15	<ul style="list-style-type: none"> • Develop marketing and communication Plan for the year to ensure a steady flow of project awareness raising information into the local press throughout the year. • Promotional Events: Kilbarchan Lilies Day, Lochwinnoch Gala Day, BOW Fete to generate HEC contacts • From HEC activity undertaken during this quarter (50 HEC's) Identify and complete 25 draught tests. • Ensure Hub locations in each community fully stocked with appropriate energy awareness literature and materials and opening hours clearly publicised and allocated across team resources to ensure delivery of Energy Efficiency Advisory Service into the communities. • Run Energy Efficiency workshop and plan 3 further workshops across each remaining quarter of the year • Promote Energy Monitor Lending Scheme and plan activities to ensure service activity across each remaining quarter 	Prizes and promotional materials for events and gala days

2 nd Quarter 2014/15	<ul style="list-style-type: none"> • Soft Calling Campaign in targeted street addresses to generate HEC contacts • Promote Drop In HEC Sessions • From HEC activity undertaken during this quarter (50 HEC's) Identify and complete 25 draught tests. • Develop local relevant energy saving case studies and hold neighbour hood events – plan 3 sessions across remainder of year 	
3 rd Quarter 2014/15	<ul style="list-style-type: none"> • Soft Calling Campaign in targeted street addresses to generate HEC contacts • From HEC activity undertaken during this quarter (50 HEC's) Identify and complete 25 draught tests. • Complete 100 Thermal Images with target householders 	Extended or existing survey monkey account, for online & paper based surveys to maintain community feedback throughout the project activities.
4 th Quarter 2014/15	<ul style="list-style-type: none"> • Promote Drop in HEC Sessions • Soft Calling Campaign in targeted street addresses to generate HEC contacts • From HEC activity undertaken during this quarter (50 HEC's) Identify and complete 25 draught tests. • Identify 10 locations for follow up Draught Tests • Conduct assessment of activities to date for year end and whole project review of planned outcomes 	Evaluation Materials
After that	Further Activities subject to additional CCF or alternative funding sources being secured.	

Project Area 2: TRANSPORT

PERIOD	PROJECT ACTIVITIES and MONITORING & EVALUATION TASKS	RESOURCES NEEDED
April 2012	<ul style="list-style-type: none"> Launch Event - Lochwinnoch Car Club – implementation stage - Secure 10/12 members. Initial monitoring and evolution on verbal feedback from members to iron out issues early. Also promote through social media and website. Launch preparation activities will have been undertaken during LEAP 2 pilot Car Club phase. 	<p>Staff recruitment – development</p> <p>Marketing materials – flyers, stationary, banners, table cloths, Signage & road markings.</p> <p>Website specific to booking and managing Car Club – (as well as project site to help with PR out with Lochwinnoch)</p> <p>Small costs for car club materials, emergency and breakdown pack, maps, log books.</p> <p>Contribution to central costs at HUB (Salaries, Rent, phone, utilities etc) each month</p>
May 2012	<ul style="list-style-type: none"> Lochwinnoch Car Club – Management & Expansion stage – increase membership to secure sustainable growth & train Car Club assistant. Target marketing to increase membership by 2 members to min 12. 	<p>Staff Recruitment – assistant for Car Club role in post</p> <p>Handover – training & train travel to visits model project.</p>
June 2012	<ul style="list-style-type: none"> Lochwinnoch Car Club – Handover to Administration Stage with ongoing project management support. Target marketing to increase membership by 2 members to min 14. 	<p>Additional Car Plus/Car Club Training For key staff & steering group.</p>
July 2012	<ul style="list-style-type: none"> Lochwinnoch Car Club – Monitoring & evaluation - Survey members & review vehicle usage data to identify efficiency measures. Lochwinnoch Car Club - Target marketing to increase membership by 2 members to min 16. Lift Share – Promote and Plan local travel surveys and consultation, link with national stats and generate localised report. 	<p>Extended or existing survey monkey account, for members online & paper based surveys.</p>

August 2012	<p>Lochwinnoch Car Club – Implement efficiency measures from monitoring Target marketing to increase membership to min 17.</p> <p>Lift Share – use data from local travel surveys, consultation and Lochwinnoch Car Club to identify opportunities for Lift Sharing & create marketing plan and community approach.</p>	
September 2012	<p>Lochwinnoch Car Club - Target marketing to increase membership to min 18.</p> <p>Lift Share – promote and showcase working examples Lift Sharing for and by local villagers.</p> <p>Travel Survey – Undertake during this month following wide publicity to ensure maximum community awareness</p>	Marketing materials
October 2012	<p>Lochwinnoch Car Club - Target marketing to increase membership to min 19.</p> <p>Lift Share – promote and showcase further establish database of interested residents.</p> <p>Travel Survey – Review findings of survey and plan and feed outcomes into Lift Sharing opportunities, car club and public transport timetabling</p>	Marketing materials
November 2012	Lochwinnoch Car Club - Target marketing to increase membership to min 20.	
December 2012	Lochwinnoch Car Club - Target marketing to increase membership to min 21.	
January 2013	Lochwinnoch Car Club - Target marketing to increase membership to min 22.	
February 2013	<p>Kilbarchan Car Club Pilot - Showcase Promo Event - to showcase Lochwinnoch Car Club to Kilbarchan residents.</p> <p>Lochwinnoch Car Club - Target marketing to increase membership to min 23.</p> <p>Lift Share – monitoring and evolution, identify from residents who signed up which changes have been made.</p>	Marketing & PR costs
March 2013	<p>Lochwinnoch Car Club - Target marketing to increase membership to min 24.</p> <p>Lochwinnoch Car Club - End of year monitoring & evaluation – current & past member’s survey/consultation.</p>	

1 st Quarter 2013/14	Kilbarchan Car Club Pilot – Launch – implementation stage Lochwinnoch Car Club - Target marketing to increase membership to min 25.	Contribution to central costs at HUB & Kilbarchan 'HUB' (Salaries, Rent, phone, utilities etc) each quarter.
2 nd Quarter 2013/14	Kilbarchan Car Club Pilot – Manage and expansion stage Kilbarchan Car Club Pilot – Handover to administration/volunteers.	
3 rd Quarter 2013/14	Kilbarchan Car Club pilot - continual marketing to increase membership	
4 th Quarter 2013/14	Lochwinnoch Car Club - End of year 2 monitoring & evaluation – current & past member's survey/consultation. Kilbarchan Car Club pilot - End of year 1 monitoring & evaluation – current & past member's survey/consultation & feasibility for additional car in future.	
1 st Quarter 2014/15	Both car Clubs – ongoing PR, local, regional plus National press release to highlight success, gain support for press release and good news story of all key stakeholders.	Contribution to central costs at HUB & Kilbarchan 'HUB' (Salaries, Rent, phone, utilities etc) each quarter Marketing and PR
2 nd Quarter 2014/15	Lochwinnoch Car Club – Planning and development for community/steering group handover. Both Kilbarchan and Lochwinnoch Car Clubs – plan handover to local community groups, steering group or LEAP trading arm.	
3 rd Quarter 2014/15	Lochwinnoch Car Club – final preparation for handover to community or steering group. Kilbarchan Car Club – purchase additional vehicle if feasible & increase membership. Both Kilbarchan and Lochwinnoch Car Clubs – implement handover to local community groups, steering group or LEAP trading arm.	
4 th Quarter 2014/15	Lochwinnoch Car Club - End of year 3 monitoring & evaluation – current & past member's survey/consultation. Kilbarchan Car Club pilot - End of year 2 monitoring & evaluation – current & past members survey/consultation	Evaluation event - exercise facilitated by independent/external partner - can include other key themes such as energy and education.
After that	Further Activities subject to additional CCF or alternative funding sources being secured.	

Project Area 3: EDUCATION

PERIOD	PROJECT ACTIVITIES and MONITORING & EVALUATION TASKS	RESOURCES NEEDED
April 2012	<p>Children & Young people - Planning and development meetings with key stakeholders – Schools SMT, eco schools committee, education department sustainable education & PTA.</p> <p>Children & Young people – baseline of knowledge and behaviour change to feed into evaluation later in year.</p> <p>Food – Food Fair/Group equipment and year planning meeting – facilitated by LEAP to help manage resources and plan ahead.</p>	<p>Educational resources & Materials</p> <p>Outdoor teaching resources – for one of the themes - growing, composting or recycling (three stages planned with schools)</p> <p>Contribution to central costs at HUB (Salaries, Rent, phone, utilities etc) throughout year 1.</p> <p>Food – purchase equipment for food group for food fair and low carbon cookery classes.</p>
May 2012	<p>Children & Young people - Create structured elements of learning programme around relevant areas in curriculum.</p> <p>Carbon Conversations - Hold first meetings, begin to identify local 'climate challenge group'</p> <p>Food – create marketing materials and schedule for future food fairs and low carbon cookery classes.</p> <p>Food – Food Fair & low carbon cookery class – link with schools.</p>	<p>Workshop/Training materials for schools based work</p> <p>Training – Steering group and key stakeholders in 'Carbon Conversations'.</p> <p>Food – marketing and printed materials (food labels)</p>
June 2012	<p>Carbon Conversations - Review feedback from to identify needs within group.</p> <p>Children & Young people (community link) – composting or recycling workshop/event</p> <p>Food – complete food section content on site with members of food group and volunteers.</p>	<p>Workshops materials</p> <p>Food – ongoing staff support & capacity building</p>
July 2012	<p>Children & Young people - Climate change programme – consultation with young people to mind map ideas for informal and experiential climate change leaning.</p> <p>Food – Food Fair & Low Carbon Cookery Lesson</p>	<p>Food – marketing & PR materials</p> <p>Food – materials/supplies for cookery lesson</p>

August 2012	Children & Young people – deliver out of school and summer programme – outreach or with partner organisation.	Outdoor teaching resources – for one of the themes - growing, composting or recycling (three stages planned with schools) Educational resources & Materials
September 2012	Children & Young people – rolling programme delivery primary & secondary school Children & Young people (community link) – composting or recycling workshop/event – tie in with community litter pick & help reduce waste to landfill. Food – Food Fair & Low Carbon Cookery Lesson	Workshops materials Food – materials/supplies for cookery lesson
October 2012	Children & Young people – rolling programme delivery primary & secondary school	
November 2012	Children & Young people – rolling programme delivery primary & secondary school	
December 2012	Children & Young people – rolling programme delivery primary & secondary school Children & Young people (community link) – composting or recycling workshop/event Food – Low carbon Cookery Lesson & Food Fair	Educational resources & Materials Workshops materials Food – ongoing staff support & capacity building
January 2013	Children & Young people – rolling programme delivery primary & secondary school Food – Food Group evaluation exercise	Outdoor teaching resources – for one of the themes - growing, composting or recycling (three stages planned with schools) Food – evaluation materials/visual participative evaluation tool.
February 2013	Food – Low carbon Cookery Lesson & Food Fair	Food – materials/supplies for cookery lesson
March 2013	Children & Young people – sharing best practice event and showcase Children & Young people (community link) – composting or recycling workshop/event	Events cost Workshops materials

<p>1st Quarter 2013/14</p>	<p>Carbon Conversations – Continue to grow participation in this group within the target communities.</p> <p>Children & Young people (community link) – composting or recycling workshop/event</p> <p>Food – Low carbon Cookery Lesson & Food Fair</p>	<p>Educational resources & Materials</p> <p>Contribution to central costs at HUB (Salaries, Rent, phone, utilities etc) throughout year 2</p> <p>Workshops materials</p> <p>Food – ongoing staff support & capacity building & marketing materials – to support expansion into other villages and grow membership of group.</p>
<p>2nd Quarter 2013/14</p>	<p>Children & Young people (community link) – composting or recycling workshop/event</p> <p>Children & Young people (community link) – composting or recycling workshop/event – tie in with community litter pick & help reduce waste to landfill.</p> <p>Food – Low carbon Cookery Lesson & Food Fair</p>	
<p>3rd Quarter 2013/14</p>	<p>Children & Young people (community link) – composting or recycling workshop/event</p> <p>Food – Low carbon Cookery Lesson & Food Fair</p>	<p>Educational resources & Materials</p> <p>Workshops materials</p> <p>Food – materials/supplies for cookery lesson</p>
<p>4th Quarter 2013/14</p>	<p>Children & Young people (community link) – composting or recycling workshop/event</p> <p>Food – Low carbon Cookery Lesson & Food Fair & evaluation with group members – collate stats from suppliers etc.</p>	<p>Food – materials/supplies for cookery lesson & food fair & staff support to generate evaluation.</p>
<p>1st Quarter 2014/15</p>	<p>Carbon Conversations – Continue to grow participation in this group within the target communities.</p> <p>Children & Young people (community link) – composting or recycling workshop/event</p> <p>Food – Low carbon Cookery Lesson & Food Fair</p>	<p>Educational resources & Materials</p> <p>Contribution to central costs at HUB (Salaries, Rent, phone, utilities etc) throughout year 3</p> <p>Workshops materials</p> <p>Food – ongoing staff support & capacity building</p>

<p>2nd Quarter 2014/15</p>	<p>Children & Young people (community link) – composting or recycling workshop/event</p> <p>Children & Young people (community link) – composting or recycling workshop/event – tie in with community litter pick & help reduce waste to landfill.</p> <p>Food – Low carbon Cookery Lesson & Food Fair</p>	<p>Food – ongoing staff support & capacity building for foods group.</p>
<p>3rd Quarter 2014/15</p>	<p>Children & Young people (community link) – composting or recycling workshop/event</p> <p>Food – Low carbon Cookery Lesson & Food Fair</p> <p>Food – evaluation of Food Group activities & Showcase to highlight project success/achievements.</p>	<p>Educational resources & Materials</p> <p>Workshops materials</p> <p>Food – supplies for cookery & evaluation materials.</p>
<p>4th Quarter 2014/15</p>	<p>Children & Young people (community link) – composting or recycling workshop/event</p> <p>Children & Young People – final project evaluation exercise with young people, visual & participative model.</p> <p>Education – final project end of grant reporting based on evaluations and against key targets.</p>	<p>Evaluation materials.</p>
<p>After that</p>	<p>Further Activities subject to additional CCF or alternative funding sources being secured.</p>	

2.9 LEGACY OF YOUR PROJECT Please tell us about the ongoing impact your project will have after the period of CCF funding. This could include:-

- The ongoing impact of the project's activities
- Work that the organisation will continue to do to reduce CO₂e emissions
- New or improved facilities available for community use

If the project is going to continue its activity when the CCF grant has finished, please tell us about your plans to ensure a sustainable income for your activities. See section 2.9 of the Guidance Notes for further information.

The LEAP project will have a legacy beyond the Climate Challenge Fund's involvement;

LEAP and its steering group are committed to remaining intact and looking for further sources of funding to continue running the project well into the future.

The project is designed as a community capacity building programme, ensuring support of other established and forming groups, through direct interaction and inclusion. Also acting in an advisory role to other local activities to ensure environmental sustainability is incorporated.

The overall aim of the LEAP project is to enable sustained activity to transition local communities to a low carbon future. The project plan enables both permanent structural changes (to building fabric, use of community spaces, transportation provision, and renewable energy generation) and behavioural change (energy usage, waste and CO₂ reduction, practical skills and learning).

With particular regard to the legacy of the key areas within the project:

ENERGY

- The CO₂ Savings outlined will continue on beyond the years calculated. The lifetime of many of these measures is 15 to 40 years. Permanent structural changes incorporated into homes such as insulation and draught proofing will continue to derive benefits year on year.
- Awareness will have been considerably raised in these 4 communities regarding energy reduction and climate change. The further extension of LEAP work will contribute towards a critical mass of community members with understanding of climate change impacts, and measures for energy reduction such that it begins to become a normal part of local conversation.
- Networking and information sharing within the communities will increase confidence and understanding about measures still seen as untested or unfamiliar, such as Cavity Wall insulation, External and Internal Wall insulation, Draught Testing, and Thermal Imaging. People who learned hands on skills, such as installing draught proofing, will be able to pass these skills on to others in the villages.

TRANSPORT

- The transport analysis tailored to the local vicinity will raise awareness of the typical journeys made in the local area and the corresponding relationship between transport and CO₂ issues for individuals. The highly visible promotion and provision of transport alternatives (walking bus, lift sharing, and car club) are intended as a permanent resource to reduce the number of single vehicle journeys and traffic in the local area.
- There is also potential for long term employment generation (additional bus service(s)/driver(s), or other staff) depending on the growth and take up of alternative transportation.

EDUCATION

- The Climate Change Learning Programme will work with the existing school curriculum and eco-committees to embed the key messages in future school programmes.
- The Class Allotments are intended as a permanent community resource for successive generations of schoolchildren, and consequently their teachers, families and the village communities. The children gain skills and understanding for life through hands on experience of food growing, direct interaction in their relationship with nature, and the real life importance of climate change issues.

FOOD

- Increased local production and consumption of food stuffs and the growth of the food delivery scheme give a self-sustaining stepped reduction in CO2 emissions, food miles and the overall carbon footprint of the villages.
- Increased social activity and integration through the food fairs and local labelling giving a sense of 'locality' and pride.
- The health benefits from better eating, fresh food grown locally and prepared by low carbon cooking skills can be passed on through word of mouth and between the generations.
- Increased local business activity and the opportunity for further entrepreneurship through the food fairs and local labelling scheme.

Keeping up the high standards set over the past two years, LEAP will continue to develop strong partnerships with key stakeholders & the community to make a lasting and sustainable difference in these communities.

The potential feasibility of income generation and additional funding opportunities will be planned with the Steering Group to help sustain key pieces of work over the longer term to maximise the social, environmental and economic aims and develop LEAP as a sustainable standalone organisation, in turn creating a model that can be shared with other communities.

3.0 FINANCIAL ADMINISTRATION AND INFORMATION

3.1 PROJECT FINANCE TABLES

Please refer to the separate spreadsheet and remember to send these in with your completed application form.

3.2 OTHER FUNDERS

Do not include these amounts in your project budget spreadsheet

Other funders	Secured	Amount (£)
Car Plus	No	To be determined

3.3 DELIVERY PARTNERS If you are working with other organisations to deliver your project, please list them here and describe their role in the project. If you have a partnership agreement or letter of support with any of these organisations relating specifically to this project, please send us a copy and include it in Section 4.3. See section 2.9 of the Guidance note for further information about who should and should not be included in this section.

Delivery Partner	Role
Essac – Energy Saving Advice Centre Scotland	Processing of EST HEC Forms, Assessment of Housholder eligibility for Energy Assistance Package, Mailshot handling for HEC appointment generation
Energy Action Scotland	C&G Training, Networking and industry and legislative information update
Lochwinnoch Community Council	General support for the Project and links to the wider community
Kilbarchan Community Council	General support for the Project and links to the wider community
Howwood Community Council	General support for the Project and links to the wider community
KIPCo – Kilbarchan Improvement Project Company	To promote and support LEAP's involvement in the local community of Kilbarchan
Renfrewshire Council – Housing	Liaison regarding Council Housing, Council energy efficiency initiatives such as uHIS, and general support for the project.
Renfrewshire Council – Transport	Liaison regarding Car Club Development
Car Plus	Collaboration for delivery of Car Club Schemes in Lochwinnoch and Kilbarchan
Lochwinnoch Primary School	Key Partner Education Outcomes
Kilbarchan Primary School	Key Partner Education Outcomes
Howwood Primary School	Key Partner Education Outcomes
Lochwinnoch Out of School Club	Key Partner Education Outcomes & walk/cycle to school initiative.
Care and Repair Renfrewshire	Potential Partner for Draught Proofing delivery to elderly householders

Scottish Power	Potential partner for smart meter pilot
EADHA Enterprises	Local Environmental Group
Clyde Muirshiel Regional Park	Local Environmental Partner
RSPB Lochwinnoch	Local Environmental Partner

3.4 BANK DETAILS	
Does your organisation have a bank account?	Yes <input checked="" type="checkbox"/>
<p>If you have a bank account, please enclose a copy of your most recent bank statement (within the last 4 months), clearly showing the name on the account, the Account Number and Sort Code.</p> <p>If your organisation does not have a bank account, please explain how you propose to manage your project funding and expenditure. This may involve another organisation managing the funds of the project on your behalf. See section 3.4 in the Guidance Notes</p>	
Copy attached – See Appendix 2.0 for a copy of LMEG Bank Account October 2011	

<p>3.5 STATE AID Grants from the Climate Challenge Fund cannot be made to organisations or individuals where this would breach state aids rules. By submitting this application you are declaring that your project is compliant with the state aid rules. Further information on state aids rules, including <i>de minimis</i> funding limits, is available at: www.stateaidscotland.gov.uk/</p>
We declare that our project is compliant with State Aid Rules <input checked="" type="checkbox"/>

4 TECHNICAL & SUBMISSION INFORMATION

<p>4.1 CONTACT DETAIL SHARING</p> <p>An important element of the Climate Challenge Fund is the creation of a network of communities across Scotland that are taking action on Climate Change. We support this network by sharing contact details of successfully funded projects with other CCF communities, on the CCF website, through our publications and with other interested communities. You can help us to grow this network of low carbon communities by allowing us to share your contact details. However, if you are not happy for us to do this, please let us know. We would also like to share other information from your project such as final reports, but we will ask for permission for this separately.</p>
If you wish to REFUSE PERMISSION for the main contact details to be shared, please tick the following box <input type="checkbox"/>
If you wish to REFUSE PERMISSION for staff member(s) details to be shared, please tick the following box <input type="checkbox"/>

<p>4.2 ESSENTIAL DOCUMENTATION Please enclose the following organisational documentation. Your application cannot be processed without these additional documents.</p>	✓
Your constitution, memorandum & articles or other governance documents	X

A recent bank statement for the organisation (See Appendix 2.0)	X
The project finance tables (spreadsheets)	X
Job descriptions for posts required for the project. (See Appendix 8.0)	X

4.3 SUPPORTING INFORMATION You may wish to include additional information in support of your application. Please list the documents you have included below and whether you have sent a paper or electronic copy.

All supporting documentation is contained in numbered Appendices and is submitted electronically along with the application:

Appendix 1.0 – Memorandum and Articles of Association for LMEG
Appendix 2.0 - LMEG Bank Account Statement – October 2011
Appendix 3.0 – LEAP 1 CCF Project 753 - Final Report 31 st March 2011
Appendix 4.0 – LEAP 2 CCF Project 1189 - Monitoring & Eval Report 31 st Oct 2011
Appendix 5.1 – Community Consultation Findings
Appendix 5.2 – LEAP3 Survey Results Summary Oct/Nov 2011
Appendix 5.3 – LEAP Community Consultation Process
Appendix 6.0 – JCCF Project Element Funding Allocation Assumptions
Appendix 7.0 – Changes in CO ₂ e Data Calculation Assumptions from LEAP2
Appendix 7.1 – CO ₂ e Baseline Energy
Appendix 7.2 – CO ₂ e Baseline Transport
Appendix 7.3 – CO ₂ e Baseline Education
Appendix 8.0 – Job Descriptions LEAP3 Roles
Appendix 9.0 - Draught Test and Thermal Image Costed Proposal LEAP3

5.0 DECLARATION

Keep Scotland Beautiful is the fund administrator for the Climate Challenge Fund and is referred to in this declaration as "we" or "us" or "our" and the applicant is referred to as "I" or "my" or "you". Keep Scotland Beautiful is an operating name of Environmental Campaigns (Scotland), Scottish Charity Number SC030332.

I declare that the information given on this application form and in any other documentation that supports this application is complete and true. The original wording and structure of this application form as it was provided has not been altered, deleted or added to in any way.

I understand that, where any misleading statements (whether deliberate or accidental) are given at any stage during the application process, or where any information is knowingly withheld, this could render my grant application invalid and any grant funds received will be liable for repayment.

The grant proposal already falls within my organisation's governing document (e.g. constitution, set of rules, trust deed, or memorandum and articles of association) or will do so before any award can be accepted.

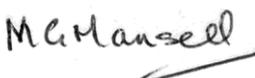
My organisation has the power to accept a grant subject to conditions, and to repay the grant in the event of the grant conditions not being met, in the opinion of Keep Scotland Beautiful as administrator of the Climate Challenge Fund.

My organisation will take all reasonable precautions to ensure that grant funds received will not be misused or misappropriated in any way. In the event of fraud or other misuse, I understand that Keep Scotland Beautiful may take whatever action it considers appropriate to recover misappropriated funds.

Keep Scotland Beautiful or its agents may use the information we have supplied under the terms of the Data Protection Act 1998.

Keep Scotland Beautiful and the Scottish Government's Climate Challenge Fund will use the information you give us on the application form and during the life of a grant (if awarded) to administer and analyse grants. We may give copies of all or some of this information to individuals and organisations we consult when assessing applications and monitoring grants. These organisations may include external assessors, accountants, and other organisations involved in providing the grant programme. We might also share information with government departments, organisations providing matched funding and other organisations and individuals with a legitimate interest. To help us meet the needs of voluntary organisations, we might use the data provided for our own research purposes. Some of the applications we receive may be from organisations that work with people who may need their privacy protected. We recognise the need to maintain the confidentiality of these organisations' staff and clients, therefore their details will not be made public in any way, except as required by law. If you think your application falls within this category, please let us know.

Either your chairperson or other authorised person MUST sign the hard copy of this declaration. It MUST be a different person from the main contact given for the application in Question 1.2. Scanned signatures will be accepted.

Signed:  Date: 1st December 2011

Name (please print): MARTIN MANSELL.....

Project Name LEAP3 – Local Energy Action Plan

Organisation: LEAP Steering GroupPosition: Chairman

6 – PRE-AWARD PREPARATION

6.1 GETTING STARTED If your application is successful, you will be required to implement the following in the delivery of your project. To ensure that you are prepared for success, this grid should be completed and signed by the Declaration signatory (from previous page). Scanned signatures are acceptable.
If your organisation would have difficulty in fulfilling any of these requirements, please speak to the CCF team. Section 6.1 of the Guidance Notes gives some background and support options.

CCF Requirement	We will be able to do this
Claim your grant in arrears.	<input checked="" type="checkbox"/>
Submit regular progress reports on your proposed outcomes.	<input checked="" type="checkbox"/>
Provide a final report on the project against the outcomes stated in this application.	<input checked="" type="checkbox"/>
Ensure that all your activities and equipment are adequately insured.	<input checked="" type="checkbox"/>
Source 3 quotes for any goods or services over £5,000.	<input checked="" type="checkbox"/>
Follow an open and transparent recruitment process for any jobs funded by CCF.	<input checked="" type="checkbox"/>
Manage all project staff in line with good practice	<input checked="" type="checkbox"/>
Follow good practice in the governance of the project and the delivery of the project outcomes	<input checked="" type="checkbox"/>

Signed: M. Mansell Date: 1st December 2011

Name (please print): MARTIN MANSELL.....

Project Name LEAP 3 – Local Energy Action Plan

Organisation: LEAP Steering Group

Position: Chairman

6.2 OPPORTUNITIES FOR REVENUE GENERATING ACTIVITIES While the CCF cannot fund any revenue generating activities at the moment, we are planning to develop this area in the longer term. Please tell us about any plans you have to extend the activities of your project into social enterprise. We may be looking to support pilot studies of this type of activity in the future.

LEAP are looking for opportunities to help create sustainable income streams in the future, all of which are environmentally related community based businesses that are being explored as early stage ideas.

At the consultation stage (to help increase community involvement and help shape this application) with the wider community, within the project team and steering committee income generation and ideas around economic sustainability were raised. Potential sustainable income stream opportunities have been highlighted that will be further investigated in the medium to long term of the project.

LEAP feel that being able to part fund future activities through generating local products or services based on a partnership and needs lead approach could lead to a more sustainable future and increase our capacity to reduce carbon emissions across all of the communities we work with. The aim would be to meet Social, Economic and Environmental challenges, all potentially achieved within a social/community enterprise vehicle as part of a trading arm.

Ideas that relate to the local community include:

- Managed community owned woodland
- Managed community owned facilities/assets
- Community wood fuel supply
- Community renewable energy company
- Energy Efficiency Measures – Draught proofing materials supply

We see all of these ideas potentially being part of the one trading arm and allowing for additional services such as links with local school education, training opportunities for local people in related skills & a real sense of community ownership and participation.

There are a variety of skills within the communities that are valuable in any pursuit of establishing a social enterprise; however for LEAP to take this forward it would require resourced at the development stage and LEAP may have to consider capacity to create a standalone organisation or managing a revenue generation arm.

Further feasibility and piloting of these projects would be required to establish the key elements to take through business planning into an established projects that is able to make a sustainable income.

Possible legal structures to take this forward have been highlighted by interested members of the community, LEAP steering group, potential partnership organisations and LEAP staff team. Potential options to act as a mechanism for this project may be to set up a Company Limited by Guarantee or CIC (Community Interest Company).

- **Company Limited By Guarantee** – this would enable LEAP to operate a profit making arm without having to adhere to charity regulations and have a fairly fluid structure. This structure would also enable fundraising activities at start-up stage.
- **Community Interest Company (CIC)** - where local people (and potential other social investors) can invest in the company activity and help finance the start-up stage while also giving local people the option to help a share/stake in the companies community assets. This has potential to work very well with initial ideas around a Community Energy Company and/or owning Community Assets.

There appears to be considerable potential and interest locally to look at ideas; however there is a clear need to help establish a platform to making this project happen.

A pilot project would be very well received with the support of CCF or other funders in the future; the projects would all have a focus on creating carbon savings and increasing the capacity within the community in reducing carbon on a larger scale.

There is a great opportunity to help integrate local social, economic and environmental

needs while establishing which pilot project would offer the highest return on investment.

Business planning and feasibility work would be required for the projects and start-up funding would be required at some point, however this may be less of an issue if it is a community owned company or co-op, for example. The key would be to choose the best, most sustainable and viable community business option leading into more in depth business planning then running a pilot or start-up.

LEAP would like the opportunity to explore these options further with CCF and other funders if LEAP3 funding is secured as we feel that the security of the LEAP3 project is vital to deliver our core activities first and foremost with the ideas for income generation being an opportunity for spin off at a later date.

If funding from CCF were to be available in the future the following resources would be very useful in making it happen:

- Support with legal structures and governance (could be in partnership with existing support for social enterprise).
- Training opportunities for specific project team and steering group.
- Business planning support – to drill down into the model and finances from internal and external perspective.
- Links with other social economy organisations who have achieved similar project outcomes to the social enterprise vision.
- Pilot or start-up support.
- Carbon Savings and Social Accounting Models – to help demonstrate to triple bottom line benefits of the project.
- Start-up capital finance – could be from CCF or from other financing models such as community shares etc.

LEAP look forward to the future open to creating more long term sustainable income streams and are hopeful of working with CCF as a key stakeholder to make these ideas a reality.