



# TODMORDEN TOWN COUNCIL

## GRANT APPLICATION FORM – MAXIMUM GRANT £3,000

Applicants should familiarise themselves with the Discretionary Grants Policy and award criteria before submitting their Grant application. Please complete all the highlighted boxes on this application form. We also provide a guidance document to help you with the completion of this form.

### 1. Contact Details

<b>Name of Organisation</b>	Todmorden Learning Centre and Community Hub
<b>Address of Organisation</b>	[REDACTED]
<b>Name of person making application</b>	[REDACTED]
<b>Position in Organisation</b>	[REDACTED]
<b>Phone Number</b>	[REDACTED]
<b>Email address</b>	[REDACTED]
<b>website</b>	[REDACTED]

### 2. Organisation Details

<b>2a. What type of Organisation are you? (Delete as appropriate)</b>	
Charitable organisation	Unregistered Community Group/Club/Society
Registered Charity (Charity number please state below)	Other (please state below)
	Exempt Charitable Community Benefit Society HMRC Exemption Ref EW89106
<b>2b. Do you have a constitution or a set of rules? (if yes, please enclose a copy of your constitution)</b>	Yes
<b>2c. Are you part of a larger, national or regional organisation? (If yes, please give details)</b>	No
<b>2d. How many trustees, volunteers and service users are there in your organisation?</b>	7 Trustees 30 regular volunteers Over 1000 people undertake activities at the Centre each week.

**2e. Tell us about your organisation, its aims and the work you wish to undertake and your main activities and how you encourage engagement from all sections of the Todmorden Community. (Please aim for a minimum of 200 words)**

Todmorden Learning Centre and Community Hub (TLCCH) is the community group which now runs Tod College. The building, formerly Todmorden Community College, was asset-transferred to the community benefit society from Calderdale Council in the Spring of 2021. The transfer came after 5 years of campaigning and fundraising by the community to save the building from being bulldozed.

The aim of the centre is to create a community space for the benefit of the people of Todmorden. It now offers a rapidly growing range of provision for local people and community groups including opportunities for learning, sports facilities, office, studio, and workshop spaces. 'The Makery' – a fully equipped community workshop, repair café, and tool library is helping the local community to stop throwing things away and to mend or repurpose them instead – is building the circular economy in the town.

Incredible Edible Todmorden have made their home here, and we have exercise classes, creative writing, basic skills, art and craft classes, book groups, and meeting space for local organisations. Each week Todmorden's food bank operates from here.

The college has practical climate change learning and career building as a central tenant of its constitution and representatives of the School of Natural Building and Incredible Farm as key board members. We have established the Climate Challenge College running courses for local people to learn practical skills for jobs in the future green economy.

Bringing the Tod College building back into use for the community in the town has opened up support for a wide range of activities and services which encourage engagement from all sections of the Todmorden community, benefiting local people and the local economy:

- Providing low-cost premises for small businesses and social enterprises - we currently have nine tenants who have been able to establish a base for their start-ups. We also have a co-working 'Warm Desk' space which is regularly full with people who work remotely.
- Our affordable community spaces accommodate services such as the Makery, tool library, food bank, Woodshop, and Family Hub.
- The Hall and Gym are used by sports groups, improving the health, fitness, mobility, and well-being of the local population.
- We have spaces equipped for arts, cultural activities, meetings, talks, classes and a wide range of educational opportunities.
- The Hub hosts a range of activities for children and young people including sports, holiday playschemes, and training schemes.
- We host the town's new Banking Hub.

The building is fully accessible, and we have recently made further improve the facilities available for disabled users.

We have strong sustainability policies, and these are being applied to all the work we are undertaking to maintain and improve the Tod College building. These include: the use of low-carbon building materials, non-toxic breathable paints, and the installation of renewable energy systems. We have replaced all our light fittings with LEDs and are about to install and intelligent heating management system.

**Explain why your organisation is well placed to meet the needs of the people you want to help and the challenges they face:**

The College has been an anchor organisation within the local community since it was first built in the 1950s. Whilst its role has changed over the last 70 years, moving from the provision of formal education to community education, support services and leisure activities, people in the town know and trust it as a place to get help, meet others, learn, exercise, and socialise.

We are well placed to meet the needs of the local community because we are the local community! Anyone in Todmorden can join our Community Benefit Society and put themselves forward or vote for membership of our Board of Trustees. We are accountable to our members and guided by their input, which thus ensures that we continue to meet local needs.

**2f. Will your project have any implications in respect of climate emergency and if so, how do you intend to minimise such impact?**

The event is being designed to have a big impact on the climate emergency – in a positive way! It will be all about providing people with ideas, information, and inspiration for ways of reducing their carbon footprints and moving towards net-zero lifestyles. This year we are focusing on reducing home energy use which impacts both the climate emergency and living conditions, health and wellbeing, particularly for those on lower incomes. Many people have been badly affected by the ongoing increase in energy bills, often to the point where they are unable to heat their homes properly. This can result in serious health implications for elderly residents or families with young children. We believe that making homes warmer, drier, and cheaper to heat is an essential step in addressing the impact of climate change and the way in which this disproportionately affects the less well off.

**2g. How will you acknowledge the assistance of Todmorden Town Council on all promotional material (Please see Section 7 below)**

We will include the Town Council's logo, along with those of other funders, and an acknowledgement of the support, on any printed promotional materials, programmes, powerpoint displays etc. The Town Council will be welcome to display a pop-up banner at the event, and to have a stall promoting its climate emergency work.

### 3. Project Information

**3a. Which Grant are you applying for?**

		Climate
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**3b. What is the Purpose of grant request (delete as appropriate)**

	Project Delivery		
		Social Exclusion	Accessibility and inclusivity
Community Benefit			
Environmental project	Climate change		Town Centre Event

Skill development	Economic difficulties	Health & Wellbeing	
Other (please state)			

<b>3c. Project Name</b>	<b>Todmorden Tomorrow – Retrofit Special!</b>
<b>3d. When will your project start?</b>	01/04/25
<b>3e. When will your project finish?</b>	30/09/25

**3f. How will your project benefit the local community within the Todmorden town boundary?**

Buildings are the biggest source of carbon emissions in Calderdale. We urgently need to reduce these. Low carbon buildings will be cheaper to run, warmer and more resilient to the effects of climate change.

In July 2024, a partnership formed by Todmorden Town Council, Todmorden Learning Centre and Community Hub, and Todmorden Community Energy ran a successful weekend event – ‘Todmorden Tomorrow’, which introduced a range of ideas for ways in which people locally can live more climate-friendly lifestyles. Feedback about the event was very encouraging, with a definite demand for this to become a more regular event.

To make the best use of the resources we have at our disposal, this group would like to run a one-day event this year, building on Todmorden Tomorrow by taking a particular focus – reducing home energy use. The event will help Todmorden residents, whose properties face particular challenges to keep them warm and dry, to explore the ways in which they can cut their energy use and bills. Advice and information will be available about draught-proofing, insulation, thermal efficiency improvements, micro-energy generation, new heating systems, green tariffs, and more.

By the end of the day we hope that people will be better informed about the ways they can improve the energy efficiency of their homes, and funding schemes available to support these measures. We also expect them to leave the event feeling motivated and empowered to take action.

The event will include (climate and environment-related) activities for children as a way of engaging families.

**3g. Why is this project needed? What advantage will it bring to Todmorden?**

This second iteration of the Todmorden Tomorrow festival will provide practical advice and information to local people, and their families, who want to live greener, healthier, and more sustainable lifestyles and reduce their carbon footprint to help reach the 2030 and 2050 emission reduction targets. It will help them to make positive decisions about changes and improvements to improve the energy efficiency of their homes.

We hope these changes will not just be limited to immediate lifestyle matters but that we will spark a thirst for further development of knowledge and skills around sustainable living.

We are continuing work towards establishing a 'Retrofit Hub' in Todmorden as the need to improve the fabric of the housing stock locally to make it not only more energy efficient but also healthier and more comfortable to live in is now a critically important step forward which we need to take. Recent evidence suggests that people are relatively un-motivated by the availability of government grants and incentives but are more likely to make changes to the fabric of their homes based on interactions with friends, family, and trusted members of their communities (including tradespeople and suppliers). We believe that this event has the potential to get everyone who comes along to act to reduce their carbon footprint, and to influence others in their sphere to do likewise.

Calderdale's Emission Reduction Pathway shows that our biggest local source of emissions is from domestic and commercial buildings. 69,000 homes must be retrofitted to meet EPC C or above by 2038. The building stock of our area reflects an era of rapid development. Pre-1920 "complex to treat" stone terraces predominate.

The event will promote the decarbonisation of the housing stock of the Upper Calder Valley by inspiring, educating, and informing homeowners, tenants, and social landlords. It will introduce a range of ways to improve the health and energy-efficiency of local homes using natural and sustainable technologies.

The event will:

- Provide information and advice to help people make informed choices about sustainable, fabric-first, retrofit appropriate their homes.
- Link up the general public and DIY-retrofiters with local tradespeople and suppliers.
- Raise awareness of natural, sustainable approaches to home improvement and energy saving.
- Promote a wider understanding of the renewable technologies which can be deployed at a house-hold level.
- Draw on the experience of communities in other parts of the country who have worked together to decarbonise their neighbourhoods.

**3h. How many people within the Todmorden town boundary will benefit from the project?**

We aim to attract at least 400 local people to the festival which will include a range of activities to attract families, children, and young people .

**3i. Please include dates and venue of events if applicable (include a draft programme if available.)**

The venue will be Tod College.  
The event will take place over a weekend in May or early June 2025.

#### 4. Financial Information/ Project Costs

<b>4a. Total Project Costs</b>	£4579		
<b>4b. Amount requested from TTC</b> (This figure must be equal to the shortfall between Figure A. Expenditure and Figure B. Income at item 4e below).	£2579		
<b>4c. Have you previously applied for grant funding from Todmorden Town Council?</b> (If yes please give details of grants received from the Town Council over the last 5 years.)	Yes		
2024 – Grant received for Net Zero Living Festival (Todmorden Tomorrow) event. -£3000			
<b>4d. Have you or this group previously applied for or received any other grant for this project?</b> (If yes please give details below)	No		
<b>Applied to</b>			
<b>Dates of application</b>			
<b>Received from</b>			
<b>Date received/or due</b>			
<b>Amount received</b>			

**4e. Budget: This budget should be for the total cost of the activity you are applying to do. Please be as accurate as you can, as you may be asked to explain any amount which is unclear.** (Please provide estimates/quotations of the proposed items of expenditure you may use as evidence on separate sheets. If you are unable to claim VAT back please ensure the gross value is put in here. And please do not round figures up)

<b>Expenditure Description</b>	<b>Cost (£)</b>
Staff costs (7.5 days @ £200/day)	£1500
Signage	£30
Printing flyers and posters	£250
Space hire – Hall, kitchen, break-out rooms, and workshop hire	£599
Speakers and workshops	£1250
Children’s activities	£500
Volunteer Hours (based on £10 per hour as for this project only)	£450
<b>A. Total Expenditure (must be = to 4a: Total Project Costs)</b>	<b>£4579</b>

<b>Other income</b>	
<b>Income Description</b>	<b>Cost (£)</b>
Staff time in lieu	£1500
Sale of refreshments	£50
	£
	£
	£
	£
	£
<b>Volunteer Hours (this should match the figure in the expenditure table)</b>	£450
<b>B. Total Income</b>	£2000

<b>C. Total Grant Requested from the Town Council*</b>	£2579
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\*This figure must be equal to the difference between Figure A and Figure B above. Please put this figure in box 4e. Amount Requested from TTC)

### 5. Organisation Financial Information

<b>5a. Level of Reserves Held at application date</b>	£0
<b>5b. Bank Statement(s) Balance at application date</b>	£406000 (but this is nearly all restricted funds, eg Town Deal)
<b>5c. Total value of Assets Held</b>	£282913 (fixed assets)

<b>5d. Name of signatory on the account 1</b>	[REDACTED]
<b>5e. Name of signatory on the account 2</b>	[REDACTED]

<b>5f. Organisations Bank details</b>	
<b>Bank Account Name</b>	[REDACTED]
<b>Bank (HSBC, Virgin etc)</b>	[REDACTED]
<b>Sort Code</b>	[REDACTED]
<b>Account Number</b>	[REDACTED]