Name and Address of grant awarding organisation

Date / Year

Dear Trustees,

**Foot Forward Trust – Renewable Energy**

We are seeking at grant of £10,000 towards installing solar panels and a battery storage unit at our building.

**About Us**

Established in 1997, Foot Forward Trust is a Registered Charity. Our purpose is to improve the lives of children and young adults through a series of personal development and wellbeing programmes. Based in Ipswich, we work with statutory and community partners to deliver 6 main programmes to different age groups with many participants coming from disadvantaged communities and low-income families. Indeed, nearly 46% of Ipswich falls within the 30% most deprived LSOA areas in England (CENUS 2019). Last year we supported 480 beneficiaries.

**Our project: Renewable Energy**

Over the last 12 months we have been educating and informing our community about the environment and environmental issues. This has included a series of workshops and information events to ask people about their impact and taking steps to reduce their carbon footprint.

From our own perspective, we plan to install renewable energy infrastructure. This will reduce the running costs of our centre and reduce the carbon footprint of our operations which is part of a series of activities to work towards becoming a Net Zero organisation.

As such, we plan to install 48 solar panels on the south facing roof of the theatre with a capacity to generate a 20kWh system. This will be in in conjunction with 15.6 kWh battery storage system, as we consume most of our electricity energy after dark. For this year, in a volatile market, our current electricity costs are estimated at £4,500 p.a (2022 £5,139). The quoted Capital Expenditure cost for this project is £36,000, representing a pay back of 7.8 years. However, in the Profit & Loss account we will save the £4.5K p.a. from our operating costs.

**Project Outcomes**

* Reduce our operational carbon footprint and work towards becoming a Net Zero charity
* Improve awareness of our environmental impacts and to encourage others to make change

**Project costs**

|  |  |
| --- | --- |
| **Description** | **Cost  (incl. of VAT)** |
| Solar Panels: supply and install 48 solar panels on the south facing roof of our building with a capacity to generate a 20kWh system. |  |
| Battery Storage: supply and install 15.6 kWh battery storage system |  |
| **TOTAL** | **£23,000** |

**Funding plan:** Target: £23,000.  
  
We have created a grants / fundraising plan that we are working towards. This includes applying to Town, District and County Councils and local grant awarding trusts and foundations. Our community fundraising campaign was launched in December and that has proved successful.

|  |  |  |  |
| --- | --- | --- | --- |
| **Organisation** | **Grant Value  Requested** | **Comments / Secure? Y / N** | **Grant value secured** |
| Charity Reserves | £2,000 | Y - Committee agreed | £2,000 |
| Community Fundraising / Donations | £4,500 | Y | £4,500 |
| Council | £1,000 | Y | £1,000 |
| Council | £1,000 | Y | £1,000 |
| Grant Awarding Trust – 1 | £2,000 | Applied – Decision due May |  |
| Grant Awarding Trust – 2 | £3,000 | Applied - Decision due June |  |
| Grant Awarding Trust – 3 | £10,000 | This request |  |
| Grant Awarding Trust – 4 | £1,000 | Submit request by Aug |  |
|  |  |  |  |
| **TOTAL** | £23,000 |  | **£8,500** |

Once the funding has been secured, we aim to commission the works in September and have everything installed by end October.

Our annual report can be found on the Charity Commission website, but should you want to discuss our work or even visit us, please do not hesitate to contact us.

Thank you for considering this application.

Yours sincerely

Name  
Chair of Trustees  
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